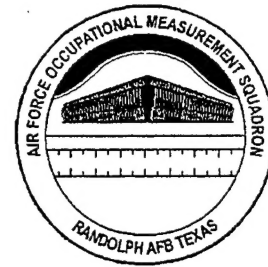




**UNITED STATES
AIR FORCE**



OCCUPATIONAL SURVEY REPORT



**TRAFFIC MANAGEMENT
2T0X1**

OSSN: 2396

JUNE 2000

**OCCUPATIONAL ANALYSIS PROGRAM
AIR FORCE OCCUPATIONAL MEASUREMENT SQUADRON
AIR EDUCATION and TRAINING COMMAND
1550 5TH STREET EAST
RANDOLPH AFB, TEXAS 78150-4449**

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PREFACE

This report presents the results of an Air Force Occupational Survey of the Traffic Management career ladder, Air Force Specialty Code (AFSC) 2T0X1. Authority for conducting occupational surveys is contained in AFI 36-2623. Computer products used in this report are available for use by operations and training officials.

The survey instrument was developed by First Lieutenant Joe McAmis. Computer programming support was provided by Ms. Karen Tilghman and administrative support was provided by Ms. Dolores Navarro. Second Lieutenant Jean Callaghan analyzed the data and wrote the final report. This report has been reviewed and approved by Lieutenant Colonel Roger Barnes, Chief, Airman Analysis Section, Occupational Analysis Flight, Air Force Occupational Measurement Squadron (AFOMS).

Copies of this report are distributed to Air Staff sections, major commands, and other interested training and management personnel. Additional copies are available upon request to AFOMS/OMYXI, 1550 5th Street East, Randolph Air Force Base, Texas 78150-4449, or by calling DSN 487-6811. For information on the Air Force occupational survey process or other on-going projects, visit our web site at <http://www.omsq.af.mil>.

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SUMMARY OF RESULTS

1. **Survey Coverage:** AFSC 2T0X1 personnel were surveyed to provide current job and task data for use in updating career ladder documents and training programs. Survey results are based on responses from 1,357 Active Duty (AD), Air National Guard (ANG), and Air Force Reserve Command (AFRC) members, accounting for 58 percent of the total population surveyed.
2. **Specialty Jobs:** The specialty job analysis associated with this report includes respondents from the 2T0X1 career ladder. Ten jobs and 2 clusters were identified, accounting for 91 percent of the total sample. The remaining 9 percent did not group into one of these jobs or clusters. The Freight Management Cluster is the predominant cluster accounting for 46 percent of the survey population.
3. **Career Ladder Progression:** Skill-level progression for members of this AFSC is typical, with a move from technical work at the 3- and 5-skill levels to supervisory and management work beginning at the 7-skill level. Members spend less time on technical tasks as they progress through the skill levels. ANG and AFRC respondents at the 5- and 7-skill levels spend a higher percentage of their time performing technical tasks than their AD counterparts.
4. **Training Analysis:** Overall the POI data supports the training document. The STS data requires review for proficiency coding.
5. **Job Satisfaction:** Job satisfaction overall is higher for the 2T0X1 career field compared to the comparative sample. In addition, satisfaction indicators are similar for the current OSR data when compared to the 1996 OSR data. Members of the Container Fabrication Job, indicated lower job satisfaction ratings across all areas, with the exception of reenlistment intentions. The Senior Management and Deployment Operations Jobs have the highest overall job satisfaction.
6. **Implications:** Survey results indicate that the present classification structure, as described in the latest specialty description, accurately portrays the jobs performed by members of this career ladder. Training documents need some review for proficiency coding. Overall job satisfaction for both the comparative sample and current OSR data are similar if not higher.

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**OCCUPATIONAL SURVEY REPORT (OSR)
TRAFFIC MANAGEMENT
(AFSC 2T0X1)**

INTRODUCTION

This is an Occupational Survey Report (OSR) of the Air Force Specialty Code (AFSC) 2T0X1, Traffic Management, career ladder conducted by the Air Force Occupational Measurement Squadron (AFOMS).

Authority for conducting occupational surveys is contained in AFI 36-2623. Computer products used in this report are available for use by operations and training officials.

Survey data will be used to identify current utilization patterns among career ladder personnel and evaluate career ladder documents and training programs. The last OSR published for the Traffic Management career ladder was in December 1996.

Background

As described in the AFMAN 36-2108, *Airman Classification*, 31 October 1999, *Specialty Description*, dated 31 October 1998, Traffic Management personnel plan and direct traffic management activities, use military and commercial transportation to move personnel, dependents, material, property, and packages, classifies, and arranges personal property and cargo for shipment or storage.

Personnel entering the AFSC 2T0X1 career ladder must attend the L3ABR2T031, Traffic Management Apprentice course, located at Lackland AFB. This course lasts 13 weeks and students must possess a valid driving license prior to attending. Upon completion of this AFSC awarding course, the graduate is awarded the 3-skill level.

Entry into this career ladder currently requires an Armed Forces Vocational Aptitude Test Battery (ASVAB) administration score of 40; a strength factor of "J" (weight lift of 60 lbs) is also required.

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SURVEY METHODOLOGY

Inventory Development

This survey instrument was developed to include the tasks performed by AFSC 2T0X1, Traffic Management personnel. The data collection instrument for this occupational survey was USAF Job Inventory (JI) Occupational Survey Study Number (OSSN) 2396, dated August 1999. A tentative task list was prepared after reviewing pertinent career ladder publications and directives, pertinent tasks from the previous survey instrument, and data from the last OSR. The preliminary task list was refined and validated through personal interviews with 21 subject-matter experts (SMEs) at the following training location and operational installations:

| <u>BASE</u> | <u>UNIT VISITED</u> |
|-------------------|---------------------|
| Lackland AFB TX | 345 TRS |
| Dyess AFB TX | 7 TRNS |
| Luke AFB AZ | 56 TRNS |
| San Antonio TX | JPPSO |
| Charleston AFB SC | 437 APS |
| MacDill AFB FL | 6 LG |

The resulting JI contains a comprehensive listing of 655 tasks grouped under 12 duty headings. A background section is also encompassed in the JI requesting such information as base of assignment, command of assignment, organizational level of assignment, job title, work schedule, work area, and vehicles/equipment used or operated.

Survey Administration

From September - December 1999, base training offices at operational units worldwide administered the inventory to eligible AFSC 2T0X1 personnel. Job incumbents were selected from a computer-generated mailing list obtained from personnel data tapes maintained by the Air Force Personnel Center, Randolph AFB TX. Each individual who completed the inventory first completed an identification and biographical information section and then checked each task performed in his or her current job. After checking all tasks performed, each member then rated each of these tasks on a 9-point scale, showing relative time spent on that task, as compared to all other tasks checked. The ratings ranged from 1 (very small amount time spent) through 5 (about average time spent) to 9 (very large amount time spent). To determine relative time spent for each task checked by a respondent, all of the incumbent's ratings are assumed to account for 100

percent of his or her time spent on the job and are summed. Each task rating is then divided by the total task ratings and multiplied by 100 to provide a relative percentage of time for each task. This procedure provides a basis for comparing tasks in terms of both percent members performing and average percent time spent.

Survey Sample

Table 1 reflects the percentage of distribution, by Duty AFSC (DAFSC), of assigned AFSC 2T0X1 personnel as of August 1999. The 1,357 respondents in the final sample represent 50 percent of the total assigned personnel and 58 percent of the total surveyed personnel. The survey sample is comprised of 1,017 AD members (75 percent), 242 ANG members (18 percent), and 98 AFRC members (7 percent). Table 2 reflects the paygrade and MAJCOM distribution for this study.

TABLE 1
DAFSC DISTRIBUTION OF SURVEYED PERSONNEL

| DAFSC | PERCENT OF ASSIGNED* | PERCENT OF SAMPLE |
|-------|-------------------------|----------------------|
| 2T031 | 22 | 27 |
| 2T051 | 51 | 49 |
| 2T071 | 25 | 23 |
| 2T091 | 2 | 1 |

TOTAL ASSIGNED* = 2,715

TOTAL SURVEYED** = 2,329

TOTAL IN SURVEY SAMPLE = 1,357

PERCENT OF ASSIGNED IN SAMPLE = 50%

PERCENT OF SURVEYED IN SAMPLE = 58%

* Assigned strength as of August 1999

** Excludes personnel in PCS, student, or hospital status, or less than 6 weeks on the job

TABLE 2
PAYGRADE DISTRIBUTION OF SURVEY SAMPLE

| PAYGRADE | Percent of Assigned | Percent of Sample |
|-----------|------------------------|----------------------|
| E-1 - E-2 | 6 | 6 |
| E-3 | 13 | 14 |
| E-4 | 26 | 26 |
| E-5 | 26 | 26 |
| E-6 | 17 | 16 |
| E-7 | 10 | 10 |
| E-8 - E-9 | 2 | 2 |

TABLE 3
MAJOR COMMAND DISTRIBUTION OF SURVEY SAMPLE

| COMMAND | Percent of Assigned | Percent of Sample |
|---------|------------------------|----------------------|
| ACC | 16 | 17 |
| AMC | 14 | 17 |
| PACAF | 10 | 12 |
| USAFE | 8 | 8 |
| AETC | 6 | 8 |
| AFMC | 6 | 6 |
| AFSPC | 4 | 3 |
| AFSOC | 1 | 1 |
| ANG | 21 | 18 |
| AFRC | 11 | 7 |
| OTHER | 3 | 3 |

As can be seen from Tables 1 and 3, the DAFSC, paygrade, and command distributions of the survey sample are extremely close to the percent assigned. This indicates a high probability that the survey is an accurate representation of the respective populations for this career ladder.

Task Factor Administration

Job descriptions alone do not provide sufficient data for making decisions about career ladder documents or training programs. Task factor information is needed for a complete analysis of the career ladder. To obtain the needed task factor data, selected senior AFSC 2T0X1 personnel (generally E-6 or E-7 craftsmen) complete a second disk for either training emphasis (TE) or task difficulty (TD). These disks were processed separately from the JIs. This information is used in a number of different analyses discussed in more detail within the report.

Training Emphasis (TE): TE is a rating of the amount of emphasis that should be placed on tasks in entry-level training. The 29 senior NCOs who completed a TE disk were asked to select tasks they felt require some sort of structured training for entry-level personnel and then indicate how much training emphasis these tasks should receive, from 1 (extremely low emphasis) to 9 (extremely high emphasis). Structured training is defined as training provided at resident training schools, field training detachments (FTD), mobile training teams (MTT), formal on-the-job-training (OJT), or any other organized training method. Interrater agreement for these 29 raters was acceptable. The average TE rating was 3.11, with a standard deviation of 1.66. Any task with a TE rating of 4.77 or above is considered to have high TE. Tasks rated below 3.11 generally are more appropriately trained by OJT rather than formal tech school.

Task Difficulty (TD): TD is an estimate of the amount of time needed to learn how to do each task satisfactorily. The 36 senior NCOs who completed TD disks were asked to rate the difficulty of each task using a 9-point scale (extremely low to extremely high). Interrater reliability was acceptable. Ratings were standardized so tasks have an average difficulty of 5.00 and a standard deviation of 1.00. Any task with a TD rating of 6.00 or above is considered to be difficult to learn.

When used in conjunction with the primary criterion of percent members performing, TE and TD ratings can provide insight into first-enlistment personnel training requirements. Such insights may suggest a need for lengthening or shortening portions of instruction supporting entry-level jobs.

SPECIALTY JOBS

The first step in the analysis process is to identify the structure of the career ladder in terms of the jobs performed by the respondents. The Comprehensive Occupational Data Analysis Program (CODAP) assists by creating an individual job description for each respondent based on the tasks performed and relative amount of time spent on these tasks. The CODAP automated job clustering program then compares all the individual job descriptions, locates the two descriptions with the most similar tasks and time spent ratings, and combines them to form a composite job description. In successive stages, CODAP either adds new members to this initial group, or forms new groups based on the similarity of tasks and time spent ratings.

The basic group used in the hierarchical clustering process is the Job. When two or more jobs have a substantial degree of similarity, in tasks performed and time spent on tasks, they are grouped together and identified as a Cluster. The structure of the career ladder is then defined in terms of jobs and clusters of jobs.

Overview of Specialty Jobs

Based on the analysis of tasks performed and the amount of time spent performing each task, ten independent jobs and two clusters were identified within the career ladder. Figure 1 illustrates the jobs and clusters performed by AFSC 2T0X1 personnel.

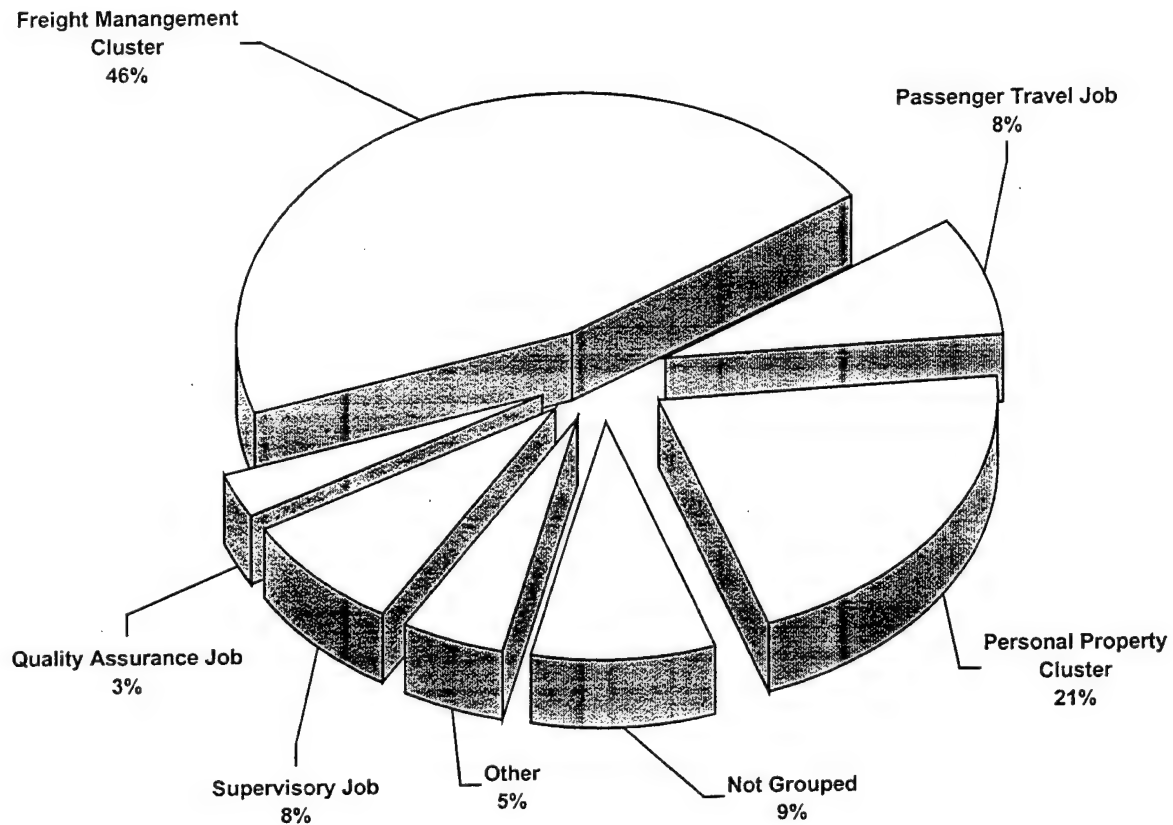
A listing of these jobs and clusters is provided below. The stage (ST) number shown beside each title references computer printed information, the letter "N" indicates the number of personnel in each group.

- I. FREIGHT MANAGEMENT CLUSTER (ST47, N=618)
 - A. FREIGHT SHIPMENT JOB (ST246, N=231)
 - B. PACKING AND CRATING JOB (ST154, N=195)
 - C. INBOUND FREIGHT JOB (ST196, N=16)
 - D. NCOIC FREIGHT SHIPMENT JOB (ST260, N=16)
 - E. HAZARDOUS MATERIAL/PACKING AND CRATING JOB (ST244, N=6)
 - F. INBOUND FREIGHT DOCUMENTATION JOB (ST162, N=5)
- II. PERSONAL PROPERTY CLUSTER (ST52, N=287)
 - A. PERSONAL PROPERTY SUPERVISORY JOB (ST220, N=58)
 - B. PERSONAL PROPERTY INBOUND JOB (ST236, N=52)
 - C. PERSONAL PROPERTY OUTBOUND JOB (ST189, N=18)
 - D. PERSONAL PROPERTY QUALITY CONTROL JOB (ST230, N=14)
 - E. HOUSEHOLD GOODS COUNSELING JOB (ST181, N=5)
- III. SUPERVISORY JOB (ST156, N=110)

- IV. PASSENGER TRAVEL JOB (ST166, N=105)
- V. QUALITY ASSURANCE JOB (ST155, N=34)
- VI. CONTAINER FABRICATION JOB (ST188, N=17)
- VII. GOVERNMENT BILL OF LADING (GBL) JOB (ST143, N=17)
- VIII. NON-TEMPORARY STORAGE (NTS) JOB (ST206, N=9)
- IX. TRAINING JOB (ST209, N=8)
- X. SURFACE CARGO JOB (ST221, N=6)
- XI. SENIOR MANAGEMENT JOB (ST169, N=5)
- XII. DEPLOYMENT OPERATIONS JOB (ST191, N=5)

The respondents forming these jobs and clusters account for 91 percent of the survey sample. The remaining 9 percent, for various reasons, did not group into one of these jobs or clusters. Examples of not grouped job titles for these personnel include "CDC Writer", "Security Manager", "Quality Manager", "LAN Manager", and "Resource Manager".

**AFSC 2T0X1 CAREER LADDER SPECIALTY
JOBS
(N =1,357)**



***Other:** Jobs that are one percent or less of the total survey sample: Container Fabrication Job, Government Bill of Lading (GBL) Job, Non-Temporary Storage (NTS) Job, Training Job, Surface Cargo Job, Senior Management Job, and Deployment Operations Job.

FIGURE 1

Group Descriptions

The following paragraphs contain brief descriptions of the jobs and clusters identified through the career ladder structure analysis. Table 4 presents the relative time spent on duties by members of these specialty jobs and clusters. Selected background data for these jobs and clusters are provided in Table 5. Representative tasks for all the groups are contained in Appendix A. Table 6 shows a job comparison between the current and 1996 surveys.

I. FREIGHT MANAGEMENT CLUSTER (ST47): The 618 airmen in this cluster (46 percent of the survey sample) represent the largest portion of the career ladder. They spend 45 percent of their time performing the duty of Military Freight Activities and 36 percent of their time is spent performing Packing and Crating Activities (Table 4). They perform an average number of 125 tasks. Distinctive tasks performed include:

- Package small parcels for shipment
- Package general freight for shipment
- Verify shipment weights
- Attach cargo packing lists
- Prepare military shipment labels
- Verify shipment sizes
- Verify shipment dimensions
- Label shipments, other than classified, hazardous, or special shipment
- Crate cargo for shipment
- Select shipments for consolidation
- Strap cargo to pallets
- Palletize surface freight for shipment

As shown in Table 5, 54 percent of the members in this cluster are on AD, averaging 6 years in the career field and nearly 6½ years in the service. Fifty-one percent hold the 5-skill level, and the predominant paygrades are E-4, E-5, and E-6.

There are six different jobs within this cluster. The jobs separate into (a) Freight Shipment Job, (b) Packing and Crating Job, (c) Inbound Freight Job, (d) NCOIC Freight Shipment Job, (e) Hazardous Material/Packing and Crating Job, and (f) Inbound Freight Documentation Job. These jobs are differentiated within the freight management cluster by the specific tasks associated with each job.

A. Freight Shipment Job (ST246): This job contains the largest amount of airmen within the cluster with 231 members. Of these individuals, 51 percent of them are ANG and 41 percent are AD. The majority of members are 5- and 7-skill level. The principle paygrades are E-5 and E-6. This job differs from the Inbound Freight Job in that these members' primary work area is in outbound freight activities. The average number of tasks performed is 217.

B. Packing and Crating Job (ST154): Fifty-four percent of the 195 members within this job are AD. The majority of members hold a 3- and 5-skill level. Most of the members within this job are E-4 and E-5. The top duties performed in this job are Packing and Crating Activities along with Military Freight Activities. These individuals are performing not only freight management tasks listed under the cluster, but also a high percentage of packing and crating activities. Some examples of packing and crating activities are packaging small parcels for shipment, packaging general freight for shipment, and crating cargo for shipment.

C. Inbound Freight Job (ST196): There are 16 members within this job, and 81 percent of them are AD. These individuals spend 79 percent of their time performing the duty of military freight activities. The average number of tasks performed by these members is 62, highlighted by wide variety of tasks dealing with inbound freight activities. Some examples of these inbound tasks are inspecting cargo for suspected damage, verifying shipments against manifests, and unloading general cargo from surface vehicles, other than during deployment. The predominant paygrades in this job are E-3 and E-4. The majority of this job is made up of 3- and 5-skill level members.

D. NCOIC Freight Shipment Job (ST260): Sixteen airmen make up this job with 83 percent of them as AD members. The predominant paygrades are E-5 and E-6. All members of the NCOIC Freight Shipment Job hold either a 5- or 7-skill level (81 and 19 percent, respectively). This job differs from the Freight Management Job in that 100 percent of these members are supervising. This explains why their top duties are Military Freight Activities and Management and Supervisory Activities. These individuals are the NCOICs of the Freight Management Cluster.

E. Hazardous Material/Packing and Crating Job (ST244): There are 6 respondents within this specific job, three of which are ANG or AFRC members. The 5-skill level comprises of 83 percent of the individuals within this job, and the predominant paygrade is E-4. Eighty-five percent of these members are performing Packing and Crating Activities along with Military Freight Activities at 15 percent. These individuals are performing an average of only 24 tasks, such as attaching cargo packing lists, labeling hazardous shipments, certifying hazardous surface cargo shipments, and packaging hazardous materials for shipment. As these tasks show, these individuals are not only performing freight management tasks, but also performing tasks associated with hazardous materials.

F. Inbound Freight Documentation Job (ST162): There are five AD members within the cluster performing this job. These individuals perform inbound freight activities too but, when compared to the inbound freight job, these airmen are focusing more on the documentation that accompanies inbound freight shipments. Some examples of these tasks are:

- Maintain Government Bill of Lading (GBLS)
- Maintain obligation authorities files
- Maintain accountable form files
- Prepare reports of shipment

Members of this job perform a low average of 38 tasks, which shows they specialize in documentation activities within inbound freight. Eighty percent of these members possess the 3-skill level, with the predominant paygrades being E-2 and E-3.

II. PERSONAL PROPERTY CLUSTER (ST57): This cluster is the second largest portion of the survey sample, containing 287 members (21 percent of the survey sample). They spend 79 percent of their time in Personal Property Activities, which include determining personal property entitlements and counseling personnel on movements (Table 4). The average number of tasks these individuals perform is 42. The main tasks that are performed are:

- Input or retrieve data using TOPS
- Determine personal property movement entitlements for household goods
- Determine personal property movement entitlements for Non-Temporary Storage (NTS), Storage in Transit (SIT), or additional temporary storage
- Determine personal property movement entitlements for unaccompanied bags
- Determine personal property movement entitlements for professional books, papers, or equipment
- Counsel personnel on storage entitlements
- Counsel personnel on personal property movements
- Counsel personnel on liability for loss or damage
- Determine personal property movement entitlements for Do It Yourself (DITY) moves
- Counsel personnel on unauthorized items
- Determine personal property movement entitlements for dependents or eligible heirs of deceased personnel
- Prepare applications for shipments

This cluster contains 100 percent AD members who are mostly 3- and 5-skill level. The paygrades that primarily make up this cluster are E-3, E-4, and E-5. The average amount of time in the career field by AD members is about 6 years, and about 7 total years in the military (Table 5).

This cluster is comprised of five jobs. These jobs are (a) Personal Property Supervisory Job, (b) Personal Property Inbound Job, (c) Personal Property Outbound Job, (d) Personal Property Quality Control Job, and (e) Household Goods Counseling Job. The similarity between all of these jobs is that they all perform a high percentage of their time in Duty A, Personal Property Activities, but each job focuses on different tasks within Duty A.

A. Personal Property Supervisory Job (ST220): This job contains 58 members performing not only personal property tasks but also supervisory tasks, consistent with a first-line supervisor. Some examples of these supervisory tasks are:

- Conduct OJT
- Inspect personnel for compliance with military standards
- Write recommendations for awards or decorations

All of the members within this job are AD, with the majority possessing the 5-skill level. The dominant paygrade is E-5.

B. Personal Property Inbound Job (ST236): Ninety-eight percent of the 52 members in this job are AD. The primary work area for these predominantly 3- and 5-skill level individuals is inbound personal property. These airmen are mostly E-3 to E-5. Some of the tasks they perform are:

- Clear inbound personal property shipments
- Coordinate incoming personal property shipment with property owners
- Determine disposition of incoming personal property shipments

C. Personal Property Outbound Job (ST189): All of the members 18 within this job are AD, possessing the 3- and 5-skill level. The predominant paygrades are E-3 and E-4. Once again the main duty these individuals perform is Personal Property Activities with a heavy emphasis in outbound shipments. The main outbound tasks these airmen perform are:

- Schedule outbound personal property shipments
- Prepare GBLs for personal property
- Prepare GBL correction notices for personal property

D. Personal Property Quality Control Job (ST230): The 14 members in this job are all AD with the majority of members at a 5-skill level. The predominant paygrade is E-4. In addition to personal property tasks, these members focus heavily on quality assurance/control tasks, to include:

- Inspect personal property shipments at destination
- Inspect personal property shipments at origin
- Prepare inspection records

E. Household Goods Counseling Job (ST181): The 5 individuals in this area are mostly 3- and 5-skill level, with paygrades ranging from E-2 to E-4. Four out of the five members are AD. They perform many tasks within Duty A, with a clear focus on household good tasks. Some examples of these tasks include:

- Counsel personnel on liability for loss or damage
- Counsel personnel on personal property movements
- Counsel personnel on unauthorized items
- Determine authority for shipment

III. SUPERVISORY JOB (ST156): This area contains 110 individuals (8 percent of the survey sample), with 91 percent on AD. Table 4 states that 47, 16 and 11 percent of their time spent is in Duty I (Management and Supervisory Activities), Duty J (Training Activities), and Duty C (Military Freight Activities) respectively. The average number of tasks that are

performed in this job is 72. For the most part, these job incumbents are evaluating and counseling personnel on performance, policies, or training progress. Distinctive tasks performed include:

- Evaluate personnel for compliance with performance standards
- Interpret policies, directives, or procedures for subordinates
- Counsel subordinates concerning personal matters
- Evaluate personnel for promotions, demotions, reclassification, or special awards
- Determine or establish work assignments or priorities
- Conduct supervisory performance feedback sessions
- Inspect personnel for compliance with military standards
- Write or indorse military performance reports
- Write recommendations for awards or decorations
- Brief personnel concerning training
- Counsel trainees on training progress
- Evaluate progress of trainees

Table 5 shows that 66 percent hold the 7-skill level, while an additional 26 percent of these airmen hold the 5-skill level. The predominant paygrades are E-5 to E-7. Ninety-seven percent of the members are supervising. The AD members have been in the career field for about 14 years and have been in the service for nearly 15½ years.

IV. PASSENGER TRAVEL JOB (ST166): The 105 members in this cluster make up 8 percent of the survey sample. Table 4 reveals that the main work performed is in Duty B, Passenger Travel Activities. Job incumbents are briefing passengers on travel and determining passenger eligibility for movement and entitlements. The average number of tasks that these members perform is 58. Representative tasks for Passenger Travel Job members include:

- Brief passengers on flight itineraries
- Confirm passenger reservations
- Review passenger travel orders
- Determine modes for passenger travel
- Maintain government transportation requests (GTR) registers
- Brief passengers on travel restrictions
- Prepare GTRs
- Determine passenger movement entitlements
- Process group travel requests
- Determine passenger eligibility for movement
- Process emergency leave travel requests
- Brief passengers on transportation entitlements

Eighty-seven percent of the individuals are AD, holding principally the 5-skill level. The predominant paygrades are E-4 and E-5. These members have spent 5½ years in the career field and about 8 years in service (Table 5).

V. QUALITY ASSURANCE JOB (ST155): This job also makes up 3 percent of the survey sample. All of the 34 members in this job are AD. The top duties performed in this job are Personal Property Activities along with Management and Supervisory Activities (Table 4). The members primary work areas are quality assurance and quality assurance evaluation. Common job titles include "Quality Control NCOICs", "Quality Assurance Clerk", and "Quality Assurance Evaluator". The average number of tasks that these members perform is 26. Representative tasks include:

- Input or retrieve data using transportation personal property standard system (TOPS)
- Maintain carrier performance files
- Inspect personal property shipments at origin
- Inspect personal property shipments at destination
- Issue letter of warning against commercial carriers
- Inspect commercial packers for compliance with contractual specifications
- Inspect approved carrier's warehouse, storage facilities, or equipment for physical capability to handle DOD shipments
- Issue letters of suspension against commercial carriers
- Prepare total quality assurance program (TQAP) inputs, such as personal property discrepancy reports
- Inspect commercial packers for compliance with purchase order specifications
- Review personal property claim documents
- Prepare inspection records

These individuals have about 7 years in the career field and around 8 years in the military. Seventy percent hold the 5-skill level. The majority of members are E-4 and E-5 (Table 5).

VI. CONTAINER FABRICATION JOB (ST188): This job represents 1 percent of the survey sample. These 17 members spend 78 percent of their time performing Packing and Crating Activities and 15 percent of their time is spent performing Military Freight Activities (Table 4). In addition they build and construct containers. They perform an average of 34 tasks, including:

- Fabricate shipping containers
- Crate cargo for shipment
- Operate saws
- Fabricate skids
- Fabricate pallets
- Design skids
- Design shipping containers

- Identify special packaging instructions (SPIs)
- Maintain power tools
- Package general freight for shipment
- Palletize surface freight for shipment
- Interpret SPIs

This job is made up of 53 percent AFRC and 47 percent AD. These members are mostly at the 5-skill level, with E-4s and E-5s representing the majority. These individuals average about 4 years in the career field and about 5 years in the service (Table 5).

VII. GOVERNMENT BILL OF LADING (GBL) JOB (ST143): The 17 members in this job represent one percent of the total survey sample. Members spend 81 percent of their time performing Duty C, Military Freight Activities (Table 4). Duty A, Personal Property Activities, is the other main duty where they spend their time. These airmen are preparing and maintaining documents within Military Freight Activities. The average number of tasks that these airmen perform is 25. The tasks that are performed in this job are:

- Prepare GBLs for freight
- Determine freight charges
- Prepare GBL correction notices for freight
- Maintain GBLs
- Trace surface cargo shipments
- Review GBLs
- Compute shipment transportation costs
- Verify shipment weights
- Prepare GBLs for personal property
- Verify shipment dimensions
- Prepare GBLs for personal property

Table 5 shows that all of the 17 members in this job are all AD and possess either a 3- or 5-skill level. This is the most inexperienced job identified, on average these members have spent only 2½ years in the career field and about 3 years in the service. The main paygrades within this job are E-1 through E-3.

VIII. NON-TEMPORARY STORAGE (NTS) JOB (ST206): This job is made up of 9 AD members (1 percent of the survey sample). The main duty that these individuals perform is Personal Property Activities (Table 4). They spend a large amount of time doing non-temporary storage (NTS) tasks. The primary work area of these individuals is personal property NTS and their primary job title is "NTS Clerk". This reflects that they are doing NTS activities within personal property. The average number of tasks performed is 10. Some examples of these tasks that are performed in this job are:

- Determine personal property movement entitlements for NTS, SIT or additional temporary storage
- Input or retrieve data using TOPS
- Process shipments for placement in NTS
- Maintain NTS and SIT
- Audit or certify NTS invoices
- Prepare cash collection vouchers or pay adjustment authorizations
- Prepare application for shipments
- Determine excess shipment costs
- Maintain basic ordering agreements
- Edit personalize property computer products
- Prepare service orders
- Counsel personnel on storage entitlements

The average time spent in the career field is nearly 6½ years with nearly 7 years in the service. These individuals are E-2s, E-4s, and E-5s with a 3- and 5- skill level (Table 5).

IX. TRAINING JOB (ST209): This job makes up 1 percent of the survey sample. Eighty-two percent of these individuals perform Training Activities (Table 4). For the most part, these individuals are instructors in the technical schools who evaluate and brief trainees. They also develop, evaluate, and determine training methods and materials. The average number of tasks that these airmen perform is 16. Examples of these tasks are:

- Evaluate progress of trainees
- Maintain training records or files
- Develop training programs, plans, or procedures
- Establish or maintain study reference files
- Personalize lesson plans
- Develop or procure training materials or aids
- Counsel trainees on training progress
- Inspect training materials or aids for operation or suitability
- Brief personnel concerning training
- Evaluate training methods or techniques of instructors
- Determine training requirements
- Administer or score tests

These 8 individuals are all AD members who have about 9½ years in the career field and 10½ years in the service. The majority of the members are E-5s and possess a 5-skill level (Table 5).

X. SURFACE CARGO JOB (ST221): The 6 members in this job make up less than 1 percent of the survey sample. The top duty that these members perform is Military Freight

Activities, spending 66 percent of their time on this duty (Table 4). These individuals perform tasks that relate to surface cargo shipments within military freight. The average number of tasks performed is 21. These tasks can be seen below:

- Load general cargo onto surface vehicle, other than during deployments
- Verify shipment destinations
- Verify shipment weights
- Verify shipment sizes
- Trace surface cargo shipments
- Verify shipment dimensions
- Segregate shipments for loading
- Load hazardous cargo onto surface vehicle, other than during deployments
- Unload general cargo from surface vehicle, other than during deployments
- Load or unload carrier equipment
- Verify shipments against manifests
- Trace air cargo shipments

These individuals are all AD who average 3 years in the military and 2½ years in the career field. The majority of these individuals are 3- and 5-skill levels and most of them are E-3 and E-4 (Table 5).

XI. SENIOR MANAGEMENT JOB (ST169): These members make up less than one percent of the survey sample. The major duties that these members perform are Management and Supervisory Activities along with Deployment Plans and Personal Property Activities (Table 4). The primary work areas are higher HQ staff and transportation staff. Common job titles are "MAJCOM Functional Manager", "MAJCOM Functional Manager Assistants", and "MAJCOM Staff NCO." The average number of tasks that this cluster performs is 45. Representative tasks can be seen below:

- Review drafts of supplements or changes to directives, such as policy directives, instructions, or manuals
- Write staff studies, surveys, or routine reports, other than training or inspection reports
- Review staff assistance visits results
- Review unit responses to staff assistance visit findings
- Interpret policies, directives, or procedures for subordinates
- Draft supplements or changes to directives, such as policy directives, instructions, or manuals
- Review budget requirements
- Evaluate inspection report findings or inspection procedures
- Review unit responses to inspection report findings
- Review inspector general (IG) inspection results
- Develop self-inspection or self-assessment program checklists
- Draft budget requirements

All of the 5 individuals in this job are AD. They average 17 years in the career field and nearly 20 years in the service. They are E-7s and E-8s, possessing either a 7- or 9-skill level (Table 5).

XII. DEPLOYMENT OPERATIONS JOB (ST191): These 5 members make up less than 1 percent of the survey sample. They perform an average of 70 tasks. Their top duties are Deployment Plans Activities and Deployment Operations Activities (Table 4). Analysis of these duties reveal that these individuals are performing deployment tasks, such as developing transportation deployment plans and procedures, and conducting training and mobility inspections. Some examples of these tasks are listed below:

- Conduct deployment training
- Determine personnel requirements for deployments
- Conduct unit mobility self-inspections
- Participate in exercise planning meetings
- Develop unit procedures for deployment or personnel
- Schedule personnel for deployment training
- Establish mobility workcenters during mobility exercises or deployments
- Inspect deployment bags or kits
- Develop transportation deployment plan inputs to base deployment plans
- Assign personnel to transportation deployment positions
- Develop transportation deployment procedures
- Schedule personnel for deployments

Table 5 reflects that these individuals are all 5-skill levels with members concentrated in grades E-4 through E-6. All of the individuals in this job are AD. They average a little over 10½ years in the career field while being in the military for nearly 11 years.

Comparison to Previous Study

On the whole table 6 lists the jobs and clusters identified in this OSR and compares them to the jobs and clusters of the 1996 OSR. The Mobility Readiness Trainer (MRT) job from the 1996 survey was not identified as a specific job within the current report. In addition the Container Fabrication Job, Surface Cargo Job, Senior Management Job and Deployment Operations Job identified in this report were not identified in the 1996 OSR. Therefore the differences affect a very small percentage of the survey respondents and have little effect on the career ladder structure.

TABLE 4

RELATIVE PERCENT TIME SPENT ON DUTIES BY SPECIALTY JOBS

| DUTIES | Freight Mngmnt Cluster (ST47) (N=618) | Personal Property Cluster (ST52) (N=287) | Suprvsry Job (ST156) (N=110) | Passenger Travel Job (ST166) (N=105) | Quality Assrnc Job (ST155) (N=34) | Container Fabrication Job (ST188) (N=17) |
|---|---|--|---------------------------------------|--|---|--|
| A PERFORMING PERSONAL PROPERTY ACTIVITIES | 1 | 79 | 5 | 5 | 81 | 1 |
| B PERFORMING PASSENGER TRAVEL ACTIVITIES | 2 | 4 | 1 | 77 | * | 0 |
| C PERFORMING MILITARY FREIGHT ACTIVITIES | 45 | 3 | 11 | 4 | * | 15 |
| D PERFORMING PACKING AND CRATING ACTIVITIES | 36 | * | 2 | 1 | 0 | 78 |
| E PERFORMING BORDER CLEARANCE, CUSTOMS AND RELATED ACTIVITIES | * | * | * | * | 1 | 0 |
| F PERFORMING WATER PORT LOGISTICS OFFICE (WPLO) ACTIVITIES | * | * | * | * | 0 | 0 |
| G PERFORMING DEPLOYMENT PLANS ACTIVITIES | 2 | * | 8 | 1 | 1 | 1 |
| H PERFORMING DEPLOYMENT OPERATIONS ACTIVITIES | 3 | * | 3 | 1 | 0 | 2 |
| I PERFORMING MANAGEMENT AND SUPERVISORY ACTIVITIES | 5 | 7 | 47 | 5 | 10 | 0 |
| J PERFORMING TRAINING ACTIVITIES | 3 | 3 | 16 | 3 | 4 | 1 |
| K PERFORMING GENERAL ADMINISTRATIVE AND TECHNICAL ORDER (TO) SYSTEM ACTIVITIES | 1 | 1 | 4 | 1 | 1 | 0 |
| L PERFORMING GENERAL SUPPLY AND EQUIPMENT ACTIVITIES | 1 | * | 2 | 1 | 1 | 2 |

* less than 1 percent

TABLE 4 (CONTINUED)

RELATIVE PERCENT TIME SPENT ON DUTIES BY SPECIALTY JOBS

| DUTIES | GBL Job (ST143) (N=17) | NTS Job (ST206) (N=9) | Training Job (ST209) (N=8) | Surface Cargo Job (ST221) (N=6) | Senior Mngmnt Job (ST169) (N=5) | Deploy Ops Job (ST191) (N=5) |
|--|---------------------------------|--------------------------------|-------------------------------------|---|---|--|
| A PERFORMING PERSONAL PROPERTY ACTIVITIES | 11 | 94 | 0 | 3 | 10 | 0 |
| B PERFORMING PASSENGER TRAVEL ACTIVITIES | 0 | 1 | 0 | 0 | 6 | 0 |
| C PERFORMING MILITARY FREIGHT ACTIVITIES | 81 | 3 | 2 | 92 | 4 | 6 |
| D PERFORMING PACKING AND CRATING ACTIVITIES | 5 | 0 | 2 | 5 | 0 | 1 |
| E PERFORMING BORDER CLEARANCE, CUSTOMS AND RELATED ACTIVITIES | 0 | 0 | 0 | 0 | 0 | 0 |
| F PERFORMING WATER PORT LOGISTICS OFFICE (WPLO) ACTIVITIES | 1 | 0 | 0 | 0 | 0 | 0 |
| G PERFORMING DEPLOYMENT PLANS ACTIVITIES | 0 | 0 | 1 | 0 | 22 | 48 |
| H PERFORMING DEPLOYMENT OPERATIONS ACTIVITIES | 0 | 0 | 1 | 0 | 2 | 20 |
| I PERFORMING MANAGEMENT AND SUPERVISORY ACTIVITIES | 0 | 0 | 6 | 0 | 50 | 12 |
| J PERFORMING TRAINING ACTIVITIES | 1 | 0 | 82 | 0 | 2 | 5 |
| K PERFORMING GENERAL ADMINISTRATIVE AND TECHNICAL ORDER (TO) SYSTEM ACTIVITIES | * | 2 | 4 | 0 | 3 | 4 |
| L PERFORMING GENERAL SUPPLY AND EQUIPMENT ACTIVITIES | * | 0 | 2 | 0 | 1 | 4 |

* less than 1 percent

TABLE 5

SELECTED BACKGROUND DATA FOR SPECIALTY JOBS

| | Freight Mgt Cluster (ST47) (N=618) | Personal Property Cluster (ST52) (N=287) | Suprvsry Job (ST156) (N=110) | Passenger Travel Job (ST166) (N=105) | Quality Assurance Job (ST155) (N=34) | Container Fabrication Job (ST188) (N=17) |
|--|--|--|---------------------------------------|--|--|--|
| PERCENT OF SAMPLE | 46% | 21% | 8% | 8% | 3% | 1% |
| PERCENT IN CONUS | 81% | 72% | 65% | 65% | 65% | 88% |
| DAFSC DISTRIBUTION: | | | | | | |
| 2T031 | 23% | 42% | 0 | 34% | 21% | 6% |
| 2T051 | 51% | 48% | 26% | 47% | 70% | 82% |
| 2T071 | 26% | 10% | 66% | 19% | 6% | 12% |
| 2T091 | 0 | 0 | 8% | 0 | 3% | 0 |
| COMPONENT STATUS: | | | | | | |
| ACTIVE DUTY | 54% | 100% | 91% | 87% | 100% | 47% |
| AIR NATIONAL GUARD | 35% | 0 | 3% | 13% | 0 | 0 |
| AIR FORCE RESERVE | 11% | 0 | 6% | 0 | 0 | 53% |
| PAYGRADE DISTRIBUTION: | | | | | | |
| E-1 - E-2 | 6% | 7% | 0 | 9% | 3% | 6% |
| E-3 | 13% | 21% | 0 | 17% | 6% | 0 |
| E-4 | 25% | 32% | 1% | 32% | 47% | 24% |
| E-5 | 26% | 30% | 20% | 20% | 38% | 52% |
| E-6 | 21% | 6% | 33% | 18% | 3% | 18% |
| E-7 | 9% | 4% | 36% | 4% | 3% | 0 |
| E-8 - E-9 | 0 | 0 | 10% | 0 | 0 | 0 |
| AVERAGE MONTHS IN CAREER FIELD * | 73 | 76 | 180 | 69 | 83 | 70 |
| AVERAGE MONTHS IN SERVICE * | 79 | 82 | 199 | 81 | 93 | 76 |
| PERCENT IN FIRST ENLISTMENT (1-48 MOS TAFMS) * | 46% | 44% | 0% | 43% | 18% | 13% |
| PERCENT SUPERVISING | 44% | 36% | 97% | 40% | 44% | 18% |
| AVERAGE NUMBER OF TASKS PERFORMED | 125 | 42 | 72 | 58 | 26 | 34 |

* Active Duty Only

TABLE 5 (CONTINUED)

SELECTED BACKGROUND DATA FOR SPECIALTY JOBS

| | GBL Job (ST143) (N=17) | NTS Job (ST206) (N=9) | Training Job (ST209) (N=8) | Surface Cargo Job (ST221) (N=6) | Senior Mngmnt Job (ST169) (N=5) | Deploy Ops Job (ST191) (N=5) |
|--|---------------------------------|--------------------------------|-------------------------------------|---|---|--|
| PERCENT OF SAMPLE | 1% | 1% | 1% | <1 | <1 | <1 |
| PERCENT IN CONUS | 100% | 100% | 100% | 67% | 60% | 80% |
| DAFSC DISTRIBUTION: | | | | | | |
| 2T031 | 76% | 44% | 13% | 50% | 0 | 0 |
| 2T051 | 24% | 56% | 75% | 50% | 0 | 100% |
| 2T071 | 0 | 0 | 12% | 0 | 80% | 0 |
| 2T091 | 0 | 0 | 0 | 0 | 20% | 0 |
| COMPONENT STATUS: | | | | | | |
| ACTIVE DUTY | 100% | 100% | 87% | 100% | 100% | 100% |
| AIR NATIONAL GUARD | 0 | 0 | 0 | 0 | 0 | 0 |
| AIR FORCE RESERVE | 0 | 0 | 13% | 0 | 0 | 0 |
| PAYGRADE DISTRIBUTION: | | | | | | |
| E-1 - E-2 | 35% | 33% | 0 | 0 | 0 | 0 |
| E-3 | 41% | 0 | 0 | 50% | 0 | 0 |
| E-4 | 18% | 23% | 25% | 50% | 0 | 20% |
| E-5 | 6% | 44% | 62% | 0 | 0 | 60% |
| E-6 | 0 | 0 | 13% | 0 | 0 | 20% |
| E-7 | 0 | 0 | 0 | 0 | 60% | 0 |
| E-8 | 0 | 0 | 0 | 0 | 40% | 0 |
| AVERAGE MONTHS IN CAREER FIELD * | 30 | 78 | 116 | 29 | 204 | 128 |
| AVERAGE MONTHS IN SERVICE * | 35 | 79 | 126 | 37 | 239 | 129 |
| PERCENT IN FIRST ENLISTMENT (1-48 MOS TAFMS) * | 83% | 55% | 0 | 67% | 0 | 0 |
| PERCENT SUPERVISING | 6% | 0 | 37% | 0 | 60% | 0 |
| AVERAGE NUMBER OF TASKS PERFORMED | 25 | 10 | 16 | 21 | 45 | 70 |

* Active Duty Only

TABLE 6

SPECIALTY JOB COMPARISON BETWEEN CURRENT AND 1996 SURVEY

| CURRENT SURVEY (N=1,357) | 1996 SURVEY (N=1,561) |
|----------------------------------|--|
| Freight Management Cluster | Traffic Management Cluster Packing and Crating Cluster Outbound Surface Freight Cluster Inbound Freight Cluster |
| Personal Property Cluster | Outbound Personal Property Cluster Inbound Personal Property Cluster |
| Supervisory Job | Supervisory Cluster |
| Passenger Travel Job | Passenger Clerk |
| Quality Assurance Job | Quality Control Cluster |
| Container Fabrication Job | <i>No Similar Job Identified</i> |
| GBL Job | Outbound Freight Traffic Clerk |
| Non-Temporary Storage Job | Non-Temporary Storage Clerk |
| Training Job | Instructor |
| Surface Cargo Job | <i>No Similar Job Identified</i> |
| Senior Management Job | <i>No Similar Job Identified</i> |
| Deployment Operations Job | <i>No Similar Job Identified</i> |
| <i>No Similar Job Identified</i> | Mobility Readiness Trainer (MRT) |

ANALYSIS OF DAFSC GROUPS

An analysis of DAFSC groups, in conjunction with the analysis of the career ladder structure, is an important part of each occupational survey. The DAFSC analysis identifies differences in tasks performed at the various skill levels. This information may then be used to evaluate how well career ladder documents, such as the AFMAN 36-2108, *Airman Classification*, Specialty Description and the Career Field Education and Training Plan (CFETP), reflect what career ladder personnel are actually doing in the field.

The distribution of skill-level groups across the career ladder jobs and clusters is displayed in Tables 7-10, while Tables 11-14 offer another perspective by displaying the relative percent time spent on each duty across skill-level groups. These tables also reflect the distribution of AD, ANG, and AFRC personnel. A somewhat typical pattern of progression is noted within the AFSC 2T0X1 career ladder. Personnel at the 3- and 5-skill levels work in the technical jobs of the career ladder and spend most of their time on technical tasks. As incumbents move up to the 7-skill level, they begin to perform supervisory tasks, but still spend time performing the technical tasks of the career ladder.

Skill-Level Descriptions

DAFSC 2T031: Representing 27 percent of the survey sample, these 368 airmen perform an average of 45 tasks. These AD members are primarily performing in the Freight Management Cluster (39 percent) and the Personal Property Cluster (32 percent). A smaller group of these entry-level personnel (10 percent) are found in the Passenger Travel Job (Table 7).

Table 11 reflects the percent time spent on duties by DAFSC 2T031 personnel. As shown, their time is concentrated on Personal Property Activities, Duty A, and Military Freight Activities, Duty C. Representative tasks performed by these members are listed in Table 15.

DAFSC 2T051: The 660 members of this group account for 49 percent of the survey sample. Forty-eight percent work in the Freight Management Cluster, while 21 percent are in the Personal Property Cluster (Table 8). This table also reflects the differences in the job distribution of AD, ANG and AFRC forces. AD members are mainly working in the Freight Management Cluster and Personal Property Cluster, with a small percentage working in the Passenger Travel Job. The ANG has the highest percent performing in the Freight Management Cluster at 93 percent. The AFRC employs 75 percent of their 5-skill level personnel in the Freight Management Cluster and 10 percent in the Container Fabrication Job.

Table 12 provides a comparison of the relative time spent on duties for the AD, ANG, AFRC forces at the 5-skill level. When viewed as a total group (AD, ANG, AFRC), the 5-skill levels perform three top duties: Military Freight Activities, Packing and Crating Activities, and Personal Property Activities. This table also reflects that AD members devote time to four different duties: Personal Property Activities, Military Freight Activities, Packing and Crating

Activities, and Passenger Travel Activities. Their ANG and AFRC counterparts spend more time performing Packing and Crating Activities and Military Freight Activities.

Tables 16-19 list representative tasks performed by these DAFSC 2T051 personnel. Table 20 reflects those tasks which best differentiate AD 3-skill levels from 5-skill levels. As might be expected, this table shows 5-skill levels perform more supervisory and training tasks than 3-skill levels.

Table 21 shows the tasks, which best differentiate between AD 5-skill levels and their ANG 5-skill level counterparts. This table clearly shows AD forces performing more supervisory and training tasks than the ANG. The ANG are more focused on the technical tasks of Military Freight Activities than the AD.

Table 22 compares the tasks that differentiate AD and AFRC 5-skill levels. The differences reflected in this table are heavily weighted toward the personal property tasks performed by AD members, compared to AFRC 5-skill levels who are much more focused on Packing and Crating Activities.

Table 23 compares the 5-skill levels of the Reserve Forces. This table shows more ANG members performing Military Freight Activities and Passenger Travel Activities than their AFRC counterparts.

DAFSC 2T071: These 317 members perform an average of 133 tasks and represent 23 percent of the survey sample. Table 9 shows the highest percentage of members is in the Freight Management Cluster, with the second highest percentage performing in the Supervisory Job (predominantly AD). It also reflects that the ANG and AFRC focus much more on the Freight Management Cluster than their AD counterparts. AD members have more individuals performing in the Supervisory Job than any other job or cluster.

Table 13 reflects the percent time spent on duties by DAFSC 2T071 members. The main point of this table is the large amount of time spent by ANG and AFRC members performing the tasks of Duty C, Military Freight Activities, and Duty D, Packing and Crating Activities. Some differences between ANG and AFRC are that ANG members perform more in Passenger Travel Activities than AFRC members, who perform more in the Management and Supervisory Activities and Training Activities. At the same time, the AD is more heavily involved in the Management and Supervisory Activities of Duty I, and the Personal Property Activities of Duty A than the Reserve Forces. This table clearly shows a much higher involvement of the Reserve Forces in Military Freight Activities and Packing and Crating Activities than AD 7-skill levels.

Representative tasks performed by 7-skill level members are reflected in Tables 24-27. Table 28 reflects tasks which best differentiate between AD 5- and 7-skill levels. This table clearly shows that the 7-skill level members performing the Management and Supervisory Activities and Training tasks at a much higher level. Table 29 compares the ANG 5- and 7-skill levels. This table reveals that the 7-skill levels perform a variety of tasks such as deployment tasks, packing and crating tasks, and military freight tasks at a much higher percentage than the

5-skill levels. In Table 30, it shows that 7-skill level AFRC members are performing a greater amount of supervisory and training tasks than 5-skill level members.

Table 31 presents tasks that best differentiate between AD 7-skill level members and ANG 7-skill level members. The table reveals the AD members are performing more personal property tasks and supervisory tasks than the ANG, but the ANG are performing more deployment, mobility, and passenger travel tasks. Table 32 shows the difference between the 7-skill level AD and AFRC members. The AD individuals are spending more time in supervisory tasks, while AFRC is more involved in surface cargo and freight activities than AD.

Table 33 compares the ANG and AFRC 7-skill levels. The ANG are spending more time performing passenger travel tasks and freight tasks than AFRC. At the same time AFRC have a higher percentage of people doing supervisory tasks.

DAFSC 2T091: The 11 members within the 9-skill level make up one percent of the survey sample. Table 10 shows that 73 percent of AD personnel are performing in the Supervisory Job. Table 14 reflects the AD performing the majority of their time in four different duty areas: Management and Supervisory Activities, Deployment Plans Activities, Personal Property Activities and Training Activities.

Table 34 lists representative tasks performed by AD DAFSC 2T091 personnel. Table 35 reflects those tasks that differentiate AD 7-skill levels from AD 9-skill levels. As shown 7-skill levels perform some freight tasks that 9-skill levels do not perform. The table also shows that the 9-skill levels are spending more time doing supervisory and deployment tasks.

Summary

Progression in the Traffic Management career ladder follows a typical pattern of highly technical job focus at the lower skill levels, with a broadening into supervision and management at the 7- and 9-skill level. AD members at the 7-skill level begin to shift to supervisory jobs, the ANG and AFRC members at the 5- and 7-skill levels spend a higher percentage of their time performing technical tasks versus supervisory tasks. In the 9-skill level, the main duty and job is supervisory.

TABLE 7

DISTRIBUTION OF 3-SKILL LEVEL DAFSC GROUP MEMBERS ACROSS SPECIALTY JOBS
(PERCENT RESPONDING)

| <u>SPECIALTY JOBS</u> | | ACTIVE 2T031 (N=368) |
|-----------------------|----------------------------|----------------------------|
| I | FREIGHT MANAGEMENT CLUSTER | 39 |
| II | PERSONAL PROPERTY CLUSTER | 32 |
| III | SUPERVISORY JOB | 0 |
| IV | PASSENGER TRAVEL JOB | 10 |
| V | QUALITY ASSURANCE JOB | 2 |
| VI | CONTAINER FABRICATION JOB | * |
| VII | GBL JOB | 4 |
| VIII | NON-TEMPORARY STORAGE JOB | 1 |
| IX | TRAINING JOB | * |
| X | SURFACE CARGO JOB | 1 |
| XI | SENIOR MANAGEMENT JOB | 0 |
| XII | DEPLOYMENT OPERATIONS JOB | 0 |
| XIII | NOT GROUPED | 10 |

* less than 1 percent

TABLE 8

DISTRIBUTION OF 5-SKILL LEVEL DAFSC GROUP MEMBERS ACROSS SPECIALTY JOBS
(PERCENT RESPONDING)

| SPECIALTY JOBS | TOTAL 2T051 (N=660) | ACTIVE 2T051 (N=473) | ANG 2T051 (N=120) | AFRC 2T051 (N=67) |
|--------------------------------|---------------------------|----------------------------|-------------------------|-------------------------|
| | | | | |
| I FREIGHT MANAGEMENT CLUSTER | 48 | 33 | 93 | 75 |
| II PERSONAL PROPERTY CLUSTER | 21 | 29 | 1 | 2 |
| III SUPERVISORY JOB | 4 | 6 | 0 | 3 |
| IV PASSENGER TRAVEL JOB | 7 | 10 | 1 | 0 |
| V QUALITY ASSURANCE JOB | 4 | 5 | 0 | 0 |
| VI CONTAINER FABRICATION JOB | 2 | 2 | 0 | 10 |
| VII GBL JOB | 1 | 1 | 0 | 0 |
| VIII NON-TEMPORARY STORAGE JOB | 1 | 1 | 0 | 0 |
| IX TRAINING JOB | 1 | 1 | 0 | 2 |
| X SURFACE CARGO JOB | 1 | 1 | 0 | 0 |
| XI SENIOR MANAGEMENT JOB | 0 | 0 | 0 | 0 |
| XII DEPLOYMENT OPERATIONS JOB | 1 | 1 | 0 | 0 |
| XIII NOT GROUPED | 9 | 10 | 5 | 8 |

TABLE 9

DISTRIBUTION OF 7-SKILL LEVEL DAFSC GROUP MEMBERS ACROSS SPECIALTY JOBS
(PERCENT RESPONDING)

| SPECIALTY JOBS | | TOTAL 2T071 (N=317) | | ACTIVE 2T071 (N=165) | | ANG 2T071 (N=122) | | AFRC 2T071 (N=30) | |
|----------------|----------------------------|---------------------------|--|----------------------------|--|-------------------------|--|-------------------------|--|
| | | | | | | | | | |
| I | FREIGHT MANAGEMENT CLUSTER | 50 | | 21 | | 84 | | 70 | |
| II | PERSONAL PROPERTY CLUSTER | 10 | | 18 | | 0 | | 0 | |
| III | SUPERVISORY JOB | 23 | | 40 | | 3 | | 13 | |
| IV | PASSENGER TRAVEL JOB | 6 | | 4 | | 11 | | 0 | |
| V | QUALITY ASSURANCE JOB | 1 | | 1 | | 0 | | 0 | |
| VI | CONTAINER FABRICATION JOB | 1 | | 0 | | 0 | | 7 | |
| VII | GBL JOB | 0 | | 0 | | 0 | | 0 | |
| VIII | NON-TEMPORARY STORAGE JOB | 0 | | 0 | | 0 | | 0 | |
| IX | TRAINING JOB | 0 | | 1 | | 0 | | 0 | |
| X | SURFACE CARGO JOB | 0 | | 0 | | 0 | | 0 | |
| XI | SENIOR MANAGEMENT JOB | 1 | | 2 | | 0 | | 0 | |
| XII | DEPLOYMENT OPERATIONS JOB | 0 | | 0 | | 0 | | 0 | |
| XIII | NOT GROUPED | 8 | | 13 | | 2 | | 10 | |

TABLE 10

DISTRIBUTION OF 9-SKILL LEVEL DAFSC GROUP MEMBERS ACROSS SPECIALTY JOBS
(PERCENT RESPONDING)

| SPECIALTY JOBS | TOTAL 2T091 (N=12) | | ACTIVE 2T091 (N=11) | |
|--------------------------------|--------------------------|--|---------------------------|--|
| | | | | |
| I FREIGHT MANAGEMENT CLUSTER | 0 | | 0 | |
| II PERSONAL PROPERTY CLUSTER | 8 | | 9 | |
| III SUPERVISORY JOB | 75 | | 73 | |
| IV PASSENGER TRAVEL JOB | 0 | | 0 | |
| V QUALITY ASSURANCE JOB | 8 | | 9 | |
| VI CONTAINER FABRICATION JOB | 0 | | 0 | |
| VII GBL JOB | 0 | | 0 | |
| VIII NON-TEMPORARY STORAGE JOB | 0 | | 0 | |
| IX TRAINING JOB | 0 | | 0 | |
| X SURFACE CARGO JOB | 0 | | 0 | |
| XI SENIOR MANAGEMENT JOB | 8 | | 9 | |
| XII DEPLOYMENT OPERATIONS JOB | 0 | | 0 | |
| XIII NOT GROUPED | 1 | | 0 | |

TABLE 11

RELATIVE PERCENT TIME SPENT ON DUTIES BY 3-SKILL LEVEL DAFSC GROUPS

| DUTIES | ACTIVE 2T031 (N=368) | |
|---|----------------------------|--|
| | | |
| A PERFORMING PERSONAL PROPERTY ACTIVITIES | 36 | |
| B PERFORMING PASSENGER TRAVEL ACTIVITIES | 11 | |
| C PERFORMING MILITARY FREIGHT ACTIVITIES | 31 | |
| D PERFORMING PACKING AND CRATING ACTIVITIES | 18 | |
| E PERFORMING BORDER CLEARANCE, CUSTOMS AND RELATED ACTIVITIES | 1 | |
| F PERFORMING WATER PORT LOGISTICS OFFICE (WPLO) ACTIVITIES | 1 | |
| G PERFORMING DEPLOYMENT PLANS ACTIVITIES | 0 | |
| H PERFORMING DEPLOYMENT OPERATIONS ACTIVITIES | 1 | |
| I PERFORMING MANAGEMENT AND SUPERVISORY ACTIVITIES | 0 | |
| J PERFORMING TRAINING ACTIVITIES | 1 | |
| K PERFORMING GENERAL ADMINISTRATIVE AND TECHNICAL ORDER (TO) SYSTEM ACTIVITIES | 0 | |
| L PERFORMING GENERAL SUPPLY AND EQUIPMENT ACTIVITIES | 0 | |

* less than 1 percent

TABLE 12

RELATIVE PERCENT TIME SPENT ON DUTIES BY 5-SKILL LEVEL DAFSC GROUPS

| DUTIES | TOTAL 2T051 (N=660) | ACTIVE 2T051 (N=473) | ANG 2T051 (N=120) | AFRC 2T051 (N=67) |
|--|---------------------------|----------------------------|-------------------------|-------------------------|
| | | | | |
| A PERFORMING PERSONAL PROPERTY ACTIVITIES | 22 | 30 | 2 | 4 |
| B PERFORMING PASSENGER TRAVEL ACTIVITIES | 8 | 10 | 6 | 1 |
| C PERFORMING MILITARY FREIGHT ACTIVITIES | 29 | 25 | 44 | 30 |
| D PERFORMING PACKING AND CRATING ACTIVITIES | 22 | 14 | 39 | 50 |
| E PERFORMING BORDER CLEARANCE, CUSTOMS AND RELATED ACTIVITIES | 1 | 1 | 0 | * |
| F PERFORMING WATER PORT LOGISTICS OFFICE (WPLO) ACTIVITIES | 1 | 1 | 1 | * |
| G PERFORMING DEPLOYMENT PLANS ACTIVITIES | 1 | 1 | 1 | 1 |
| H PERFORMING DEPLOYMENT OPERATIONS ACTIVITIES | 2 | 1 | 3 | 4 |
| I PERFORMING MANAGEMENT AND SUPERVISORY ACTIVITIES | 7 | 9 | 1 | 4 |
| J PERFORMING TRAINING ACTIVITIES | 5 | 6 | 1 | 4 |
| K PERFORMING GENERAL ADMINISTRATIVE AND TECHNICAL ORDER (TO) SYSTEM ACTIVITIES | 1 | 1 | 1 | 0 |
| L PERFORMING GENERAL SUPPLY AND EQUIPMENT ACTIVITIES | 1 | 1 | 1 | 1 |

* less than 1 percent

TABLE 13

RELATIVE PERCENT TIME SPENT ON DUTIES BY 7-SKILL LEVEL DAFSC GROUPS

| DUTIES | TOTAL 2T071 (N=317) | ACTIVE 2T071 (N=165) | ANG 2T071 (N=122) | AFRC 2T071 (N=30) |
|--|---------------------------|----------------------------|-------------------------|-------------------------|
| A PERFORMING PERSONAL PROPERTY ACTIVITIES | 8 | 13 | 1 | 2 |
| B PERFORMING PASSENGER TRAVEL ACTIVITIES | 8 | 6 | 12 | 1 |
| C PERFORMING MILITARY FREIGHT ACTIVITIES | 23 | 13 | 35 | 26 |
| D PERFORMING PACKING AND CRATING ACTIVITIES | 15 | 5 | 25 | 30 |
| E PERFORMING BORDER CLEARANCE, CUSTOMS AND RELATED ACTIVITIES | 0 | 1 | 0 | 1 |
| F PERFORMING WATER PORT LOGISTICS OFFICE (WPLO) ACTIVITIES | 1 | 1 | 0 | * |
| G PERFORMING DEPLOYMENT PLANS ACTIVITIES | 5 | 7 | 5 | 2 |
| H PERFORMING DEPLOYMENT OPERATIONS ACTIVITIES | 4 | 2 | 5 | 4 |
| I PERFORMING MANAGEMENT AND SUPERVISORY ACTIVITIES | 23 | 35 | 9 | 18 |
| J PERFORMING TRAINING ACTIVITIES | 9 | 11 | 5 | 13 |
| K PERFORMING GENERAL ADMINISTRATIVE AND TECHNICAL ORDER (TO) SYSTEM ACTIVITIES | 3 | 4 | 2 | 2 |
| L PERFORMING GENERAL SUPPLY AND EQUIPMENT ACTIVITIES | 1 | 2 | 1 | 1 |

* less than 1 percent

TABLE 14

RELATIVE PERCENT TIME SPENT ON DUTIES BY 9-SKILL LEVEL DAFSC GROUPS

| DUTIES | ACTIVE 2T091 (N=11) | |
|--|---------------------------|--|
| | | |
| A PERFORMING PERSONAL PROPERTY ACTIVITIES | 11 | |
| B PERFORMING PASSENGER TRAVEL ACTIVITIES | 3 | |
| C PERFORMING MILITARY FREIGHT ACTIVITIES | 3 | |
| D PERFORMING PACKING AND CRATING ACTIVITIES | 0 | |
| E PERFORMING BORDER CLEARANCE, CUSTOMS AND RELATED ACTIVITIES | 0 | |
| F PERFORMING WATER PORT LOGISTICS OFFICE (WPLO) ACTIVITIES | 1 | |
| G PERFORMING DEPLOYMENT PLANS ACTIVITIES | 16 | |
| H PERFORMING DEPLOYMENT OPERATIONS ACTIVITIES | 3 | |
| I PERFORMING MANAGEMENT AND SUPERVISORY ACTIVITIES | 46 | |
| J PERFORMING TRAINING ACTIVITIES | 11 | |
| K PERFORMING GENERAL ADMINISTRATIVE AND TECHNICAL ORDER (TO) SYSTEM ACTIVITIES | 5 | |
| L PERFORMING GENERAL SUPPLY AND EQUIPMENT ACTIVITIES | 1 | |

* less than 1 percent

TABLE 15

REPRESENTATIVE TASKS PERFORMED BY AD 2T031 PERSONNEL

| TASKS | | PERCENT MEMBERS PERFORMING (N=368) |
|-------|---|---|
| C0309 | Verify shipment weights | 38 |
| C0308 | Verify shipment sizes | 36 |
| C0307 | Verify shipment dimensions | 35 |
| A0035 | Input or retrieve data using transportation personal property standard system (TOPS) | 31 |
| D0369 | Prepare military shipment labels | 31 |
| D0314 | Attach cargo packing lists | 31 |
| D0357 | Package general freight for shipment | 30 |
| D0361 | Package small parcels for shipment | 30 |
| D0381 | Sign for shipments received | 29 |
| C0152 | Consolidate shipments | 28 |
| C0187 | Frustrate improper shipments | 28 |
| C0298 | Trace surface cargo shipments | 27 |
| C0173 | Determine modes for transporting shipments | 27 |
| D0343 | Label shipments, other than classified, hazardous, or special shipments | 27 |
| D0378 | Select shipments for consolidation | 27 |
| D0322 | Crate cargo for shipment | 27 |
| D0382 | Strap cargo to pallets | 27 |
| D0372 | Reject improper shipments | 27 |
| C0231 | Perform blocking and bracing activities for carrier equipment | 27 |
| A0025 | Determine personal property movement entitlements for household goods | 25 |
| A0031 | Determine personal property movement entitlements for unaccompanied baggage | 25 |
| C0193 | Input or retrieve data using cargo movement operational system (CMOS) | 25 |
| C0134 | Annotate actual weights on shipping documents | 25 |
| C0230 | Perform as spotter during loading or unloading operations | 25 |
| D0353 | Package classified materials for shipment | 25 |
| D0365 | Place protective wraps around items | 25 |
| A0030 | Determine personal property movement entitlements for NTS, storage-in-transit (SIT), or additional temporary storage | 24 |
| D0384 | Verify movement priorities | 24 |
| D0341 | Label classified shipments | 24 |
| D0355 | Package electrostatic sensitive discharge (ESD) items for shipment | 24 |
| C0177 | Determine transportation priorities | 23 |
| D0379 | Select shipments for palletizing | 23 |
| D0380 | Select types of containers for packing items | 23 |
| D0338 | Identify special packaging instructions (SPIs) | 23 |
| C0296 | Select items for consolidation | 23 |
| D0363 | Palletize surface freight for shipment | 23 |
| A0029 | Determine personal property movement entitlements for professional books, papers, or equipment | 22 |
| A0016 | Determine authority for shipments | 22 |
| C0218 | Maintain GBLs | 22 |
| C0297 | Trace air cargo shipments | 22 |

*Average Number of Tasks Performed - 45

TABLE 16

REPRESENTATIVE TASKS PERFORMED BY TOTAL 2T051 PERSONNEL

| TASKS | | PERCENT MEMBERS PERFORMING (N=660) |
|-------|---|---|
| D0361 | Package small parcels for shipment | 42 |
| D0357 | Package general freight for shipment | 41 |
| D0314 | Attach cargo packing lists | 41 |
| C0309 | Verify shipment weights | 41 |
| C0308 | Verify shipment sizes | 39 |
| D0369 | Prepare military shipment labels | 38 |
| D0322 | Crate cargo for shipment | 38 |
| D0343 | Label shipments, other than classified, hazardous, or special shipments | 38 |
| C0307 | Verify shipment dimensions | 38 |
| J0616 | Conduct on-the-job training (OJT) | 37 |
| D0352 | Operate saws | 37 |
| D0382 | Strap cargo to pallets | 37 |
| C0152 | Consolidate shipments | 37 |
| D0363 | Palletize surface freight for shipment | 36 |
| C0173 | Determine modes for transporting shipments | 36 |
| D0378 | Select shipments for consolidation | 35 |
| D0365 | Place protective wraps around items | 34 |
| D0339 | Inspect items for packaging | 33 |
| D0384 | Verify movement priorities | 33 |
| D0380 | Select types of containers for packing items | 32 |
| D0342 | Label hazardous shipments | 32 |
| C0177 | Determine transportation priorities | 32 |
| C0296 | Select items for consolidation | 32 |
| D0379 | Select shipments for palletizing | 32 |
| C0230 | Perform as spotter during loading or unloading operations | 32 |
| C0231 | Perform blocking and bracing activities for carrier equipment | 32 |
| D0381 | Sign for shipments received | 31 |
| C0134 | Annotate actual weights on shipping documents | 31 |
| C0206 | Load general cargo onto surface vehicles, other than during deployments | 31 |
| D0338 | Identify special packaging instructions (SPIs) | 31 |
| C0195 | Inspect cargo for proper stability | 31 |
| C0194 | Inspect cargo for proper restraint | 31 |
| C0193 | Input or retrieve data using cargo movement operational system (CMOS) | 30 |
| J0611 | Counsel trainees on training progress | 30 |
| D0359 | Package hazardous materials for shipment | 30 |
| D0353 | Package classified materials for shipment | 30 |
| D0377 | Segregate items for packaging | 30 |
| D0355 | Package electrostatic sensitive discharge (ESD) items for shipment | 30 |
| D0341 | Label classified shipments | 30 |
| J0626 | Maintain training records or files | 29 |
| C0298 | Trace surface cargo shipments | 29 |
| D0383 | Strap containers for shipment or storage | 29 |
| D0340 | Interpret SPIs | 29 |
| C0196 | Inspect cargo for suspected damage | 29 |

* Average Number of Tasks Performed - 75

TABLE 17

REPRESENTATIVE TASKS PERFORMED BY AD 2T051 PERSONNEL

| TASKS | | PERCENT MEMBERS PERFORMING (N=473) |
|-------|---|---|
| J0616 | Conduct on-the-job training (OJT) | 41 |
| A0035 | Input or retrieve data using transportation personal property standard system (TOPS) | 36 |
| J0611 | Counsel trainees on training progress | 36 |
| I0576 | Counsel subordinates concerning personal matters | 35 |
| J0623 | Evaluate progress of trainees | 33 |
| J0626 | Maintain training records or files | 33 |
| J0613 | Brief personnel concerning training | 33 |
| I0577 | Determine or establish work assignments or priorities | 32 |
| I0597 | Inspect personnel for compliance with military standards | 32 |
| I0608 | Write or indorse military performance reports | 30 |
| I0598 | Interpret policies, directives, or procedures for subordinates | 30 |
| I0574 | Conduct supervisory performance feedback sessions | 30 |
| I0591 | Evaluate personnel for compliance with performance standards | 30 |
| I0609 | Write recommendations for awards or decorations | 30 |
| J0617 | Determine training requirements | 29 |
| C0309 | Verify shipment weights | 29 |
| A0030 | Determine personal property movement entitlements for NTS, storage-in-transit (SIT), or additional temporary storage | 27 |
| C0298 | Trace surface cargo shipments | 27 |
| I0587 | Establish performance standards for subordinates | 27 |
| C0308 | Verify shipment sizes | 27 |
| C0173 | Determine modes for transporting shipments | 27 |
| C0307 | Verify shipment dimensions | 27 |
| I0581 | Develop or establish work methods or procedures | 27 |
| C0152 | Consolidate shipments | 26 |
| I0592 | Evaluate personnel for promotion, demotion, reclassification, or special awards | 26 |
| D0384 | Verify movement priorities | 26 |
| I0575 | Conduct supervisory orientations for newly assigned personnel | 26 |
| C0230 | Perform as spotter during loading or unloading operations | 26 |
| C0231 | Perform blocking and bracing activities for carrier equipment | 26 |
| A0025 | Determine personal property movement entitlements for household goods | 25 |
| D0322 | Crate cargo for shipment | 25 |
| C0206 | Load general cargo onto surface vehicles, other than during deployments | 25 |
| D0369 | Prepare military shipment labels | 25 |
| D0314 | Attach cargo packing lists | 25 |
| C0232 | Perform MHE operations | 25 |
| D0382 | Strap cargo to pallets | 25 |
| C0177 | Determine transportation priorities | 25 |
| D0361 | Package small parcels for shipment | 25 |
| D0343 | Label shipments, other than classified, hazardous, or special shipments | 25 |
| A0031 | Determine personal property movement entitlements for unaccompanied baggage | 24 |
| A0029 | Determine personal property movement entitlements for professional books, papers, or equipment | 24 |

* Average Number of Tasks Performed - 67

TABLE 18

REPRESENTATIVE TASKS PERFORMED BY ANG 2T051 PERSONNEL

| TASKS | PERCENT MEMBERS PERFORMING (N=120) | |
|-------|---|----|
| D0361 | Package small parcels for shipment | 93 |
| D0357 | Package general freight for shipment | 85 |
| D0314 | Attach cargo packing lists | 85 |
| D0369 | Prepare military shipment labels | 83 |
| D0378 | Select shipments for consolidation | 78 |
| C0173 | Determine modes for transporting shipments | 76 |
| C0152 | Consolidate shipments | 75 |
| D0322 | Crate cargo for shipment | 74 |
| D0343 | Label shipments, other than classified, hazardous, or special shipments | 73 |
| C0309 | Verify shipment weights | 73 |
| D0365 | Place protective wraps around items | 73 |
| D0352 | Operate saws | 73 |
| D0363 | Palletize surface freight for shipment | 72 |
| C0308 | Verify shipment sizes | 71 |
| C0296 | Select items for consolidation | 71 |
| C0307 | Verify shipment dimensions | 70 |
| D0380 | Select types of containers for packing items | 69 |
| D0382 | Strap cargo to pallets | 68 |
| D0379 | Select shipments for palletizing | 64 |
| C0134 | Annotate actual weights on shipping documents | 63 |
| D0339 | Inspect items for packaging | 63 |
| C0177 | Determine transportation priorities | 63 |
| D0342 | Label hazardous shipments | 63 |
| D0384 | Verify movement priorities | 62 |
| C0193 | Input or retrieve data using cargo movement operational system (CMOS) | 60 |
| D0359 | Package hazardous materials for shipment | 60 |
| D0355 | Package electrostatic sensitive discharge (ESD) items for shipment | 59 |
| D0377 | Segregate items for packaging | 59 |
| D0381 | Sign for shipments received | 58 |
| D0338 | Identify special packaging instructions (SPIs) | 58 |
| C0195 | Inspect cargo for proper stability | 58 |
| D0383 | Strap containers for shipment or storage | 58 |
| C0245 | Prepare GBLs for freight | 56 |
| D0371 | Prepare shipping tags | 56 |
| D0353 | Package classified materials for shipment | 56 |
| C0206 | Load general cargo onto surface vehicles, other than during deployments | 54 |
| C0196 | Inspect cargo for suspected damage | 54 |
| C0194 | Inspect cargo for proper restraint | 54 |
| D0347 | Maintain power tools | 54 |
| D0341 | Label classified shipments | 53 |
| C0230 | Perform as spotter during loading or unloading operations | 53 |
| D0346 | Maintain handtools | 53 |
| C0295 | Select commercial carriers for shipment movement | 51 |

* Average Number of Tasks Performed - 108

TABLE 19

REPRESENTATIVE TASKS PERFORMED BY AFRC 2T051 PERSONNEL

| TASKS | | PERCENT MEMBERS PERFORMING (N=67) |
|-------|---|--|
| D0357 | Package general freight for shipment | 79 |
| D0361 | Package small parcels for shipment | 73 |
| D0352 | Operate saws | 72 |
| D0314 | Attach cargo packing lists | 69 |
| D0343 | Label shipments, other than classified, hazardous, or special shipments | 67 |
| D0322 | Crate cargo for shipment | 67 |
| D0363 | Palletize surface freight for shipment | 66 |
| D0382 | Strap cargo to pallets | 64 |
| D0365 | Place protective wraps around items | 63 |
| D0339 | Inspect items for packaging | 61 |
| D0380 | Select types of containers for packing items | 61 |
| C0309 | Verify shipment weights | 61 |
| C0308 | Verify shipment sizes | 61 |
| C0307 | Verify shipment dimensions | 60 |
| D0364 | Perform heat sealing to preserve items | 57 |
| D0338 | Identify special packaging instructions (SPIs) | 57 |
| D0379 | Select shipments for palletizing | 57 |
| D0369 | Prepare military shipment labels | 54 |
| D0383 | Strap containers for shipment or storage | 54 |
| D0355 | Package electrostatic sensitive discharge (ESD) items for shipment | 54 |
| D0378 | Select shipments for consolidation | 52 |
| D0340 | Interpret SPIs | 52 |
| D0377 | Segregate items for packaging | 51 |
| D0342 | Label hazardous shipments | 51 |
| D0358 | Package general freight for storage | 49 |
| D0341 | Label classified shipments | 49 |
| D0334 | Fabricate shipping containers | 48 |
| D0319 | Consolidate shipments into specified units | 48 |
| D0353 | Package classified materials for shipment | 46 |
| D0332 | Fabricate pallets | 46 |
| C0231 | Perform blocking and bracing activities for carrier equipment | 45 |
| D0335 | Fabricate skids | 43 |
| C0152 | Consolidate shipments | 43 |
| D0318 | Consolidate line items into specified units | 42 |
| D0376 | Restore reuseable containers | 42 |
| D0359 | Package hazardous materials for shipment | 42 |
| C0195 | Inspect cargo for proper stability | 40 |
| C0194 | Inspect cargo for proper restraint | 40 |
| D0328 | Design skids | 39 |
| D0362 | Package small parcels for storage | 39 |
| C0230 | Perform as spotter during loading or unloading operations | 39 |
| D0347 | Maintain power tools | 37 |
| D0346 | Maintain handtools | 37 |
| C0134 | Annotate actual weights on shipping documents | 37 |

* Average Number of Tasks Performed - 75

TABLE 20

TASKS WHICH BEST DIFFERENTIATE BETWEEN
AD DAFSCs 2T031 AND 2T051 PERSONNEL
(PERCENT MEMBERS PERFORMING)

| TASKS | ACTIVE DAFSC 2T031 (N=368) | ACTIVE DAFSC 2T051 (N=473) | DIFF |
|---|-------------------------------------|-------------------------------------|------|
| Counsel subordinates concerning personal matters | 2 | 35 | -33 |
| Counsel trainees on training progress | 3 | 36 | -32 |
| Maintain training records or files | 2 | 33 | -31 |
| Brief personnel concerning training | 2 | 33 | -31 |
| Evaluate progress of trainees | 2 | 33 | -31 |
| Conduct on-the-job training (OJT) | 12 | 41 | -30 |
| Determine or establish work assignments or priorities | 2 | 32 | -30 |
| Inspect personnel for compliance with military standards | 2 | 32 | -30 |
| Conduct supervisory performance feedback sessions | 1 | 30 | -29 |
| Write recommendations for awards or decorations | 1 | 30 | -29 |
| Write or indorse military performance reports | 1 | 30 | -29 |
| Interpret policies, directives, or procedures for subordinates | 1 | 30 | -29 |
| Determine training requirements | 1 | 29 | -28 |
| Evaluate personnel for compliance with performance standards | 1 | 30 | -28 |
| Establish performance standards for subordinates | * | 27 | -27 |
| Evaluate personnel for promotion, demotion, reclassification, or special awards | 1 | 26 | -26 |
| Initiate actions required due to substandard performance of personnel | * | 24 | -24 |
| Conduct supervisory orientations for newly assigned personnel | 1 | 26 | -24 |
| Develop or establish work methods or procedures | 4 | 27 | -23 |
| Conduct self-inspections or self-assessments | 2 | 23 | -22 |

TABLE 21

TASKS WHICH BEST DIFFERENTIATE BETWEEN
AD AND ANG DAFSC 2T051 PERSONNEL
(PERCENT MEMBERS PERFORMING)

| TASKS | ACTIVE DAFSC 2T051 (N=473) | ANG DAFSC 2T051 (N=120) | DIFF |
|--|-------------------------------------|----------------------------------|------|
| I0576 | 35 | 6 | 29 |
| I0608 | 30 | 3 | 28 |
| I0609 | 30 | 3 | 27 |
| J0611 | 36 | 10 | 26 |
| A0030 | 27 | 2 | 25 |
| Determine personal property movement entitlements for NTS, storage-in-transit (SIT), or additional temporary storage | | | |
| I0574 | 30 | 6 | 25 |
| A0025 | 25 | 1 | 25 |
| I0587 | 27 | 3 | 24 |
| A0029 | 24 | 1 | 23 |
| Determine personal property movement entitlements for professional books, papers, or equipment | | | |
| C0310 | 22 | 47 | -25 |
| C0299 | 21 | 45 | -24 |
| D0318 | 16 | 40 | -24 |
| B0091 | 14 | 38 | -24 |
| C0231 | 26 | 50 | -24 |
| D0362 | 11 | 33 | -23 |
| C0290 | 15 | 38 | -23 |
| B0114 | 12 | 35 | -23 |
| C0151 | 15 | 38 | -23 |
| B0130 | 15 | 38 | -23 |
| C0208 | 22 | 46 | -23 |
| H0533 | 4 | 26 | -22 |
| Verify shipments against manifests | | | |
| Unload general cargo from surface vehicles, other than during deployments | | | |
| Consolidate line items into specified units | | | |
| Confirm passenger reservations | | | |
| Perform blocking and bracing activities for carrier equipment | | | |
| Package small parcels for storage | | | |
| Secure tie down devices | | | |
| Prepare travel itineraries | | | |
| Compute shipment transportation costs | | | |
| Review passenger travel orders | | | |
| Load or unload carrier equipment | | | |
| Load passenger baggage | | | |

TABLE 22

TASKS WHICH BEST DIFFERENTIATE BETWEEN
AD AND AFRC DAFSC 2T051 PERSONNEL
(PERCENT MEMBERS PERFORMING)

| TASKS | ACTIVE DAFSC 2T051 (N=473) | AFRC DAFSC 2T051 (N=67) | DIFF |
|--|-------------------------------------|----------------------------------|------|
| A0035 Input or retrieve data using transportation personal property standard system (TOPS) | 36 | 3 | 33 |
| A0030 Determine personal property movement entitlements for NTS, storage-in-transit (SIT), or additional temporary storage | 27 | 1 | 25 |
| A0031 Determine personal property movement entitlements for unaccompanied baggage | 24 | 1 | 23 |
| A0025 Determine personal property movement entitlements for household goods | 25 | 3 | 22 |
| A0013 Counsel personnel on storage entitlements | 23 | 3 | 20 |
| D0369 Prepare military shipment labels | 25 | 54 | -29 |
| D0362 Package small parcels for storage | 11 | 39 | -28 |
| D0341 Label classified shipments | 21 | 49 | -28 |
| D0332 Fabricate pallets | 19 | 46 | -27 |
| D0318 Consolidate line items into specified units | 16 | 42 | -26 |
| D0344 Label special shipments | 16 | 42 | -25 |
| D0356 Package ESD items for storage | 11 | 36 | -24 |
| D0335 Fabricate skids | 19 | 43 | -24 |
| D0353 Package classified materials for shipment | 22 | 46 | -24 |
| D0347 Maintain power tools | 15 | 37 | -23 |
| D0313 Apply preservatives | 11 | 34 | -23 |
| D0346 Maintain handtools | 14 | 37 | -23 |
| D0331 Fabricate braces | 14 | 36 | -22 |
| D0337 Fabricate loading spacers | 6 | 27 | -21 |
| D0359 Package hazardous materials for shipment | 21 | 42 | -21 |
| D0323 Crate cargo for storage | 16 | 37 | -21 |
| D0328 Design skids | 18 | 39 | -21 |
| D0333 Fabricate props | 9 | 30 | -21 |
| D0327 Design shipping containers | 15 | 36 | -21 |

TABLE 23

TASKS WHICH BEST DIFFERENTIATE BETWEEN
ANG AND AFRC DAFSC 2T051 PERSONNEL
(PERCENT MEMBERS PERFORMING)

| TASKS | ANG DAFSC 2T051 (N=120) | AFRC DAFSC 2T051 (N=67) | DIFF |
|---|----------------------------------|----------------------------------|------|
| C0173 Determine modes for transporting shipments | 76 | 27 | 49 |
| C0298 Trace surface cargo shipments | 48 | 10 | 37 |
| B0091 Confirm passenger reservations | 38 | 1 | 37 |
| C0245 Prepare GBLs for freight | 56 | 19 | 36 |
| C0295 Select commercial carriers for shipment movement | 51 | 15 | 36 |
| C0177 Determine transportation priorities | 63 | 27 | 36 |
| C0296 Select items for consolidation | 71 | 36 | 35 |
| B0086 Brief passengers on flight itineraries | 36 | 1 | 34 |
| C0152 Consolidate shipments | 75 | 43 | 32 |
| C0297 Trace air cargo shipments | 42 | 10 | 31 |
| B0130 Review passenger travel orders | 38 | 7 | 31 |
| B0114 Prepare travel itineraries | 35 | 4 | 31 |
| D0384 Verify movement priorities | 62 | 31 | 30 |
| B0109 Prepare GTRs | 34 | 4 | 30 |
| D0369 Prepare military shipment labels | 83 | 54 | 30 |
| B0096 Determine costs of commercial air transportation | 40 | 10 | 30 |
| C0255 Prepare reports of shipment (REPSHIPS) | 37 | 7 | 29 |
| C0170 Determine freight charges | 48 | 19 | 29 |
| C0193 Input or retrieve data using cargo movement operational system (CMOS) | 60 | 31 | 29 |
| C0292 Segregate shipments for loading | 46 | 18 | 28 |
| C0206 Load general cargo onto surface vehicles, other than during deployments | 54 | 27 | 27 |
| C0218 Maintain GBLs | 47 | 19 | 27 |
| C0134 Annotate actual weights on shipping documents | 63 | 37 | 26 |
| D0371 Prepare shipping tags | 56 | 30 | 26 |

TABLE 24

REPRESENTATIVE TASKS PERFORMED BY TOTAL 2T071 PERSONNEL

| TASKS | | PERCENT MEMBERS PERFORMING (N=317) |
|-------|--|---|
| J0613 | Brief personnel concerning training | 70 |
| J0611 | Counsel trainees on training progress | 68 |
| J0616 | Conduct on-the-job training (OJT) | 68 |
| J0623 | Evaluate progress of trainees | 66 |
| J0626 | Maintain training records or files | 66 |
| I0577 | Determine or establish work assignments or priorities | 64 |
| J0617 | Determine training requirements | 64 |
| I0598 | Interpret policies, directives, or procedures for subordinates | 63 |
| I0576 | Counsel subordinates concerning personal matters | 63 |
| I0591 | Evaluate personnel for compliance with performance standards | 62 |
| I0597 | Inspect personnel for compliance with military standards | 62 |
| I0609 | Write recommendations for awards or decorations | 62 |
| I0573 | Conduct self-inspections or self-assessments | 62 |
| I0592 | Evaluate personnel for promotion, demotion, reclassification, or special awards | 59 |
| I0575 | Conduct supervisory orientations for newly assigned personnel | 59 |
| I0574 | Conduct supervisory performance feedback sessions | 58 |
| I0581 | Develop or establish work methods or procedures | 58 |
| I0571 | Assign personnel to work areas or duty positions | 57 |
| I0608 | Write or indorse military performance reports | 55 |
| I0587 | Establish performance standards for subordinates | 55 |
| I0582 | Develop or establish work schedules | 54 |
| I0594 | Implement safety or security programs | 52 |
| I0604 | Schedule personnel for temporary duty (TDY) assignments, leaves, or passes | 50 |
| D0357 | Package general freight for shipment | 50 |
| D0361 | Package small parcels for shipment | 50 |
| C0173 | Determine modes for transporting shipments | 50 |
| I0596 | Initiate actions required due to substandard performance of personnel | 48 |
| I0590 | Evaluate job hazards or compliance with Air Force Occupational Safety and Health (AFOSH) program | 48 |
| D0314 | Attach cargo packing lists | 48 |
| I0610 | Write replies to inspection reports | 46 |
| C0152 | Consolidate shipments | 46 |
| D0369 | Prepare military shipment labels | 46 |
| C0309 | Verify shipment weights | 46 |
| J0619 | Develop training programs, plans, or procedures | 45 |
| D0380 | Select types of containers for packing items | 45 |
| D0352 | Operate saws | 45 |
| D0382 | Strap cargo to pallets | 45 |
| D0365 | Place protective wraps around items | 45 |
| I0580 | Develop self-inspection or self-assessment program checklists | 44 |
| I0572 | Assign sponsors for newly assigned personnel | 44 |
| D0322 | Crate cargo for shipment | 44 |
| D0363 | Palletize surface freight for shipment | 44 |
| D0378 | Select shipments for consolidation | 44 |

* Average Number of Tasks Performed - 133

TABLE 25

REPRESENTATIVE TASKS PERFORMED BY AD 2T071 PERSONNEL

| TASKS | | PERCENT MEMBERS PERFORMING (N=165) |
|-------|--|---|
| I0609 | Write recommendations for awards or decorations | 76 |
| I0608 | Write or indorse military performance reports | 75 |
| I0598 | Interpret policies, directives, or procedures for subordinates | 73 |
| I0591 | Evaluate personnel for compliance with performance standards | 73 |
| J0613 | Brief personnel concerning training | 73 |
| I0576 | Counsel subordinates concerning personal matters | 72 |
| I0597 | Inspect personnel for compliance with military standards | 71 |
| J0611 | Counsel trainees on training progress | 71 |
| I0574 | Conduct supervisory performance feedback sessions | 71 |
| I0577 | Determine or establish work assignments or priorities | 70 |
| I0592 | Evaluate personnel for promotion, demotion, reclassification, or special awards | 68 |
| I0587 | Establish performance standards for subordinates | 67 |
| J0617 | Determine training requirements | 67 |
| J0623 | Evaluate progress of trainees | 67 |
| I0575 | Conduct supervisory orientations for newly assigned personnel | 67 |
| J0626 | Maintain training records or files | 65 |
| I0573 | Conduct self-inspections or self-assessments | 64 |
| I0581 | Develop or establish work methods or procedures | 63 |
| I0604 | Schedule personnel for temporary duty (TDY) assignments, leaves, or passes | 63 |
| J0616 | Conduct on-the-job training (OJT) | 62 |
| I0582 | Develop or establish work schedules | 62 |
| I0571 | Assign personnel to work areas or duty positions | 61 |
| I0610 | Write replies to inspection reports | 58 |
| I0596 | Initiate actions required due to substandard performance of personnel | 58 |
| I0572 | Assign sponsors for newly assigned personnel | 57 |
| I0594 | Implement safety or security programs | 52 |
| I0589 | Evaluate inspection report findings or inspection procedures | 51 |
| I0590 | Evaluate job hazards or compliance with Air Force Occupational Safety and Health (AFOSH) program | 51 |
| I0603 | Review drafts of supplements or changes to directives, such as policy directives, instructions, or manuals | 49 |
| I0580 | Develop self-inspection or self-assessment program checklists | 48 |
| I0601 | Review budget requirements | 47 |
| J0619 | Develop training programs, plans, or procedures | 47 |
| I0595 | Initiate personnel action requests | 47 |
| I0605 | Write job or position descriptions | 47 |
| I0599 | Investigate accidents or incidents | 47 |
| K0638 | Initiate or maintain standby rosters or workcenter pyramid recall rosters | 45 |
| I0578 | Develop organizational or functional charts | 45 |
| I0607 | Write or indorse civilian performance appraisals | 44 |

*Average Number of Tasks Performed - 90

TABLE 26

REPRESENTATIVE TASKS PERFORMED BY ANG 2T071 PERSONNEL

| TASKS | | PERCENT MEMBERS PERFORMING (N=122) |
|-------|--|---|
| D0361 | Package small parcels for shipment | 89 |
| D0357 | Package general freight for shipment | 85 |
| C0173 | Determine modes for transporting shipments | 85 |
| D0314 | Attach cargo packing lists | 85 |
| C0152 | Consolidate shipments | 82 |
| D0363 | Palletize surface freight for shipment | 81 |
| D0382 | Strap cargo to pallets | 81 |
| D0380 | Select types of containers for packing items | 80 |
| D0378 | Select shipments for consolidation | 80 |
| D0369 | Prepare military shipment labels | 80 |
| D0343 | Label shipments, other than classified, hazardous, or special shipments | 80 |
| D0322 | Crate cargo for shipment | 78 |
| J0616 | Conduct on-the-job training (OJT) | 77 |
| C0309 | Verify shipment weights | 77 |
| D0365 | Place protective wraps around items | 77 |
| D0359 | Package hazardous materials for shipment | 77 |
| D0342 | Label hazardous shipments | 76 |
| D0381 | Sign for shipments received | 75 |
| D0384 | Verify movement priorities | 75 |
| C0177 | Determine transportation priorities | 75 |
| C0134 | Annotate actual weights on shipping documents | 75 |
| D0352 | Operate saws | 75 |
| C0206 | Load general cargo onto surface vehicles, other than during deployments | 75 |
| C0296 | Select items for consolidation | 75 |
| C0308 | Verify shipment sizes | 75 |
| D0316 | Certify hazardous air cargo shipments | 75 |
| D0353 | Package classified materials for shipment | 74 |
| C0307 | Verify shipment dimensions | 74 |
| D0317 | Certify hazardous surface cargo shipments | 74 |
| C0193 | Input or retrieve data using cargo movement operational system (CMOS) | 73 |
| D0339 | Inspect items for packaging | 72 |
| D0379 | Select shipments for palletizing | 72 |
| C0231 | Perform blocking and bracing activities for carrier equipment | 72 |
| D0355 | Package electrostatic sensitive discharge (ESD) items for shipment | 70 |
| C0245 | Prepare GBLs for freight | 70 |
| C0218 | Maintain GBLs | 70 |
| C0196 | Inspect cargo for suspected damage | 70 |
| C0194 | Inspect cargo for proper restraint | 70 |
| B0096 | Determine costs of commercial air transportation | 69 |
| C0282 | Review GBLs | 69 |
| C0230 | Perform as spotter during loading or unloading operations | 69 |
| D0383 | Strap containers for shipment or storage | 68 |
| D0366 | Prepare documents for hand-to-hand receipt of sensitive or classified materials, such as traffic transfer receipts | 68 |

* Average Number of Tasks Performed - 196

TABLE 27

REPRESENTATIVE TASKS PERFORMED BY AFRC 2T071 PERSONNEL

| TASKS | | PERCENT MEMBERS PERFORMING (N=30) |
|-------|---|--|
| D0357 | Package general freight for shipment | 87 |
| D0361 | Package small parcels for shipment | 83 |
| J0623 | Evaluate progress of trainees | 80 |
| J0611 | Counsel trainees on training progress | 80 |
| J0626 | Maintain training records or files | 77 |
| D0365 | Place protective wraps around items | 77 |
| J0613 | Brief personnel concerning training | 73 |
| J0616 | Conduct on-the-job training (OJT) | 67 |
| I0574 | Conduct supervisory performance feedback sessions | 67 |
| J0617 | Determine training requirements | 67 |
| D0314 | Attach cargo packing lists | 67 |
| I0597 | Inspect personnel for compliance with military standards | 67 |
| D0352 | Operate saws | 67 |
| D0339 | Inspect items for packaging | 67 |
| I0576 | Counsel subordinates concerning personal matters | 63 |
| D0322 | Crate cargo for shipment | 63 |
| D0380 | Select types of containers for packing items | 63 |
| I0598 | Interpret policies, directives, or procedures for subordinates | 63 |
| I0573 | Conduct self-inspections or self-assessments | 63 |
| D0363 | Palletize surface freight for shipment | 63 |
| D0338 | Identify special packaging instructions (SPIs) | 63 |
| D0340 | Interpret SPIs | 63 |
| D0343 | Label shipments, other than classified, hazardous, or special shipments | 63 |
| I0575 | Conduct supervisory orientations for newly assigned personnel | 60 |
| I0571 | Assign personnel to work areas or duty positions | 60 |
| C0309 | Verify shipment weights | 60 |
| D0378 | Select shipments for consolidation | 60 |
| D0369 | Prepare military shipment labels | 60 |
| I0591 | Evaluate personnel for compliance with performance standards | 60 |
| D0382 | Strap cargo to pallets | 60 |
| C0308 | Verify shipment sizes | 60 |
| C0307 | Verify shipment dimensions | 60 |
| D0342 | Label hazardous shipments | 60 |
| D0334 | Fabricate shipping containers | 57 |
| I0609 | Write recommendations for awards or decorations | 57 |
| D0384 | Verify movement priorities | 57 |
| I0592 | Evaluate personnel for promotion, demotion, reclassification, or special awards | 57 |
| D0381 | Sign for shipments received | 53 |
| C0173 | Determine modes for transporting shipments | 53 |
| I0608 | Write or indorse military performance reports | 53 |
| C0152 | Consolidate shipments | 53 |
| C0134 | Annotate actual weights on shipping documents | 53 |
| I0577 | Determine or establish work assignments or priorities | 53 |
| D0383 | Strap containers for shipment or storage | 53 |

* Average Number of Tasks Performed - 114

TABLE 28

TASKS WHICH BEST DIFFERENTIATE BETWEEN
AD DAFSCs 2T051 AND 2T071 PERSONNEL
(PERCENT MEMBERS PERFORMING)

| TASKS | ACTIVE | | ACTIVE | | DIFF |
|-------|--|---------|---------|---------|------|
| | DAFSC | DAFSC | DAFSC | DAFSC | |
| | 2T051 | 2T071 | 2T051 | 2T071 | |
| | (N=473) | (N=165) | (N=473) | (N=165) | |
| I0604 | Schedule personnel for temporary duty (TDY) assignments, leaves, or passes | 15 | 63 | -48 | |
| I0572 | Assign sponsors for newly assigned personnel | 10 | 57 | -47 | |
| I0609 | Write recommendations for awards or decorations | 30 | 76 | -46 | |
| I0571 | Assign personnel to work areas or duty positions | 16 | 61 | -45 | |
| I0608 | Write or indorse military performance reports | 30 | 75 | -45 | |
| I0610 | Write replies to inspection reports | 13 | 58 | -44 | |
| I0591 | Evaluate personnel for compliance with performance standards | 30 | 73 | -43 | |
| I0598 | Interpret policies, directives, or procedures for subordinates | 30 | 73 | -43 | |
| I0575 | Conduct supervisory orientations for newly assigned personnel | 26 | 67 | -42 | |
| I0592 | Evaluate personnel for promotion, demotion, reclassification, or special awards | 26 | 68 | -42 | |
| I0573 | Conduct self-inspections or self-assessments | 23 | 64 | -41 | |
| I0582 | Develop or establish work schedules | 21 | 62 | -41 | |
| I0601 | Review budget requirements | 5 | 47 | -41 | |
| I0605 | Write job or position descriptions | 8 | 47 | -40 | |
| I0587 | Establish performance standards for subordinates | 27 | 67 | -40 | |
| J0613 | Brief personnel concerning training | 33 | 73 | -40 | |
| I0574 | Conduct supervisory performance feedback sessions | 30 | 71 | -40 | |
| I0603 | Review drafts of supplements or changes to directives, such as policy directives, instructions, or manuals | 11 | 49 | -39 | |
| I0597 | Inspect personnel for compliance with military standards | 32 | 71 | -39 | |
| I0607 | Write or indorse civilian performance appraisals | 5 | 44 | -39 | |
| I0589 | Evaluate inspection report findings or inspection procedures | 11 | 51 | -39 | |
| I0578 | Develop organizational or functional charts | 8 | 45 | -38 | |
| J0617 | Determine training requirements | 29 | 67 | -38 | |

TABLE 29

TASKS WHICH BEST DIFFERENTIATE BETWEEN
ANG DAFSCs 2T051 AND 2T071 PERSONNEL
(PERCENT MEMBERS PERFORMING)

| TASKS | ANG DAFSC 2T051 (N=120) | ANG DAFSC 2T071 (N=122) | DIFF |
|--|----------------------------------|----------------------------------|------|
| L0651 Inventory equipment, tools, parts, or supplies | 32 | 53 | -22 |
| C0232 Perform MHE operations | 30 | 52 | -22 |
| C0178 Dispose of accountable forms or seals | 18 | 39 | -22 |
| C0158 Coordinate final shipment instructions with appropriate agencies | 16 | 38 | -22 |
| L0653 Maintain documentation on items requiring periodic inspections or calibrations | 14 | 36 | -22 |
| G0447 Conduct unit mobility self-inspections | 13 | 34 | -22 |
| J0624 Evaluate training methods or techniques of instructors | 7 | 29 | -22 |
| H0527 Inspect movement readiness of planned cargo loads | 5 | 27 | -22 |
| H0515 Develop transportation deployment inspection checklists | 4 | 26 | -22 |
| C0236 Prepare cargo document packets | 42 | 62 | -21 |
| C0266 Remove blocks | 41 | 61 | -21 |
| C0172 Determine general routing requirements | 41 | 61 | -21 |
| C0166 Determine cargo compatibilities | 32 | 52 | -21 |
| D0327 Design shipping containers | 32 | 52 | -21 |
| C0169 Determine equipment requirements for special handling shipments | 31 | 52 | -21 |
| C0210 Load special handling cargo onto surface vehicles, other than during deployments | 30 | 51 | -21 |
| C0200 Inspect planned loads for compatibility with carrier equipment | 29 | 50 | -21 |
| C0198 Inspect load distributions | 23 | 44 | -21 |
| C0168 Determine configuration requirements for special handling shipments | 22 | 43 | -21 |
| C0184 Document tonnage distribution | 15 | 36 | -21 |
| K0638 Initiate or maintain standby rosters or workcenter pyramid recall rosters | 7 | 28 | -21 |
| G0458 Develop transportation deployment exercises or policies | 6 | 27 | -21 |
| B0112 Prepare requests for movement control numbers on routings for chartered transportation | 3 | 24 | -21 |
| C0208 Load or unload carrier equipment | 46 | 67 | -21 |
| C0138 Arrange cargo pickup with consignees | 39 | 61 | -21 |

TABLE 30

TASKS WHICH BEST DIFFERENTIATE BETWEEN
AFRC DAFSCs 2T051 AND 2T071 PERSONNEL
(PERCENT MEMBERS PERFORMING)

| TASKS | AFRC DAFSC 2T051 (N=67) | AFRC DAFSC 2T071 (N=30) | DIFF |
|--|----------------------------------|----------------------------------|------|
| J0611 Counsel trainees on training progress | 21 | 80 | -59 |
| J0623 Evaluate progress of trainees | 21 | 80 | -59 |
| J0613 Brief personnel concerning training | 19 | 73 | -54 |
| I0574 Conduct supervisory performance feedback sessions | 13 | 67 | -53 |
| J0617 Determine training requirements | 15 | 67 | -52 |
| I0598 Interpret policies, directives, or procedures for subordinates | 12 | 63 | -51 |
| J0626 Maintain training records or files | 27 | 77 | -50 |
| I0597 Inspect personnel for compliance with military standards | 16 | 67 | -50 |
| I0571 Assign personnel to work areas or duty positions | 13 | 60 | -47 |
| I0575 Conduct supervisory orientations for newly assigned personnel | 13 | 60 | -47 |
| I0576 Counsel subordinates concerning personal matters | 16 | 63 | -47 |
| I0609 Write recommendations for awards or decorations | 10 | 57 | -46 |
| I0573 Conduct self-inspections or self-assessments | 19 | 63 | -44 |
| I0592 Evaluate personnel for promotion, demotion, reclassification, or special awards | 13 | 57 | -43 |
| I0591 Evaluate personnel for compliance with performance standards | 18 | 60 | -42 |
| J0616 Conduct on-the-job training (OJT) | 25 | 67 | -41 |
| I0608 Write or indorse military performance reports | 13 | 53 | -40 |
| J0629 Write training reports | 7 | 47 | -39 |
| I0577 Determine or establish work assignments or priorities | 16 | 53 | -37 |
| I0582 Develop or establish work schedules | 10 | 47 | -36 |
| I0590 Evaluate job hazards or compliance with Air Force Occupational Safety and Health (AFOSH) program | 10 | 47 | -36 |
| I0599 Investigate accidents or incidents | 9 | 43 | -34 |
| J0624 Evaluate training methods or techniques of instructors | 9 | 43 | -34 |
| I0604 Schedule personnel for temporary duty (TDY) assignments, leaves, or passes | 7 | 40 | -33 |
| I0596 Initiate actions required due to substandard performance of personnel | 13 | 47 | -33 |

TABLE 31

TASKS WHICH BEST DIFFERENTIATE BETWEEN
AD AND ANG DAFSC 2T071 PERSONNEL
(PERCENT MEMBERS PERFORMING)

| TASKS | ACTIVE DAFSC 2T071 (N=165) | ANG DAFSC 2T071 (N=122) | DIFF |
|--|-------------------------------------|----------------------------------|------|
| I0608 Write or indorse military performance reports | 75 | 28 | 47 |
| I0574 Conduct supervisory performance feedback sessions | 71 | 39 | 32 |
| I0609 Write recommendations for awards or decorations | 76 | 44 | 32 |
| I0572 Assign sponsors for newly assigned personnel | 57 | 28 | 29 |
| I0604 Schedule personnel for temporary duty (TDY) assignments, leaves, or passes | 63 | 35 | 28 |
| I0587 Establish performance standards for subordinates | 67 | 41 | 26 |
| A0035 Input or retrieve data using transportation personal property standard system (TOPS) | 26 | * | 26 |
| A0030 Determine personal property movement entitlements for NTS, storage-in-transit (SIT), or additional temporary storage | 25 | * | 25 |
| A0025 Determine personal property movement entitlements for household goods | 25 | 1 | 25 |
| I0598 Interpret policies, directives, or procedures for subordinates | 73 | 49 | 24 |
| A0023 Determine personal property movement entitlements for dependents or eligible heirs of deceased personnel | 25 | 1 | 24 |
| H0528 Inspect planned loads for compatibility with passengers | 7 | 32 | -25 |
| G0447 Conduct unit mobility self-inspections | 10 | 34 | -25 |
| C0247 Prepare manual cargo manifests | 15 | 39 | -25 |
| H0560 Tie down passenger baggage | 3 | 28 | -25 |
| J0615 Conduct formal course classroom training | 13 | 37 | -24 |
| C0303 Verify centers of balance for outsized shipments | 12 | 35 | -24 |
| G0445 Conduct deployment exercises or site surveys | 10 | 34 | -24 |
| L0654 Maintain organizational equipment or supply records | 12 | 36 | -24 |
| H0541 Participate in exercise planning meetings | 12 | 36 | -24 |
| G0477 Participate in mobility redeployment planning meetings | 15 | 39 | -24 |
| D0333 Fabricate props | 5 | 30 | -24 |
| B0100 Determine passenger movement entitlements | 20 | 44 | -24 |

TABLE 32

TASKS WHICH BEST DIFFERENTIATE BETWEEN
AD AND AFRC DAFSC 2T071 PERSONNEL
(PERCENT MEMBERS PERFORMING)

| TASKS | ACTIVE DAFSC 2T071 (N=165) | | AFRC DAFSC 2T071 (N=30) | | DIFF |
|-------|---|----|----------------------------------|-----|------|
| | | | | | |
| I0607 | Write or indorse civilian performance appraisals | 44 | 3 | 40 | |
| I0601 | Review budget requirements | 47 | 7 | 40 | |
| I0570 | Annotate time and attendance sheets for civilian employees | 37 | * | 37 | |
| I0610 | Write replies to inspection reports | 58 | 30 | 28 | |
| I0586 | Establish organizational policies, such as operating instructions (OIs) or standard operating procedures (SOPs) | 38 | 10 | 28 | |
| I0605 | Write job or position descriptions | 47 | 20 | 27 | |
| I0583 | Draft budget requirements | 40 | 13 | 27 | |
| A0076 | Review customer satisfaction reports | 30 | 3 | 26 | |
| I0603 | Review drafts of supplements or changes to directives, such as policy directives, instructions, or manuals | 49 | 23 | 26 | |
| C0195 | Inspect cargo for proper stability | 18 | 43 | -26 | |
| C0194 | Inspect cargo for proper restraint | 18 | 43 | -26 | |
| C0310 | Verify shipments against manifests | 18 | 43 | -26 | |
| L0655 | Pick up, deliver, or store equipment, tools, parts, or supplies | 10 | 37 | -26 | |
| C0206 | Load general cargo onto surface vehicles, other than during deployments | 19 | 43 | -25 | |
| D0317 | Certify hazardous surface cargo shipments | 15 | 40 | -25 | |
| C0203 | Inspect vehicles for shipment | 15 | 40 | -25 | |
| D0316 | Certify hazardous air cargo shipments | 15 | 40 | -25 | |
| J0629 | Write training reports | 21 | 47 | -25 | |
| D0360 | Package hazardous materials for storage | 10 | 33 | -24 | |
| C0230 | Perform as spotter during loading or unloading operations | 16 | 40 | -24 | |
| C0196 | Inspect cargo for suspected damage | 16 | 40 | -24 | |

TABLE 33

TASKS WHICH BEST DIFFERENTIATE BETWEEN
ANG AND AFRC DAFSC 2T071 PERSONNEL
(PERCENT MEMBERS PERFORMING)

| TASKS | ANG DAFSC 2T071 (N=122) | AFRC DAFSC 2T071 (N=30) | DIFF |
|---|----------------------------------|----------------------------------|------|
| B0096 Determine costs of commercial air transportation | 69 | 10 | 59 |
| B0109 Prepare GTRs | 65 | 10 | 55 |
| B0094 Coordinate travel movements with reservation agencies | 60 | 7 | 53 |
| B0091 Confirm passenger reservations | 63 | 10 | 53 |
| B0130 Review passenger travel orders | 66 | 13 | 52 |
| B0098 Determine modes for passenger travel | 61 | 10 | 51 |
| B0086 Brief passengers on flight itineraries | 61 | 10 | 51 |
| C0174 Determine requirements for route orders | 57 | 7 | 51 |
| C0193 Input or retrieve data using cargo movement operational system (CMOS) | 73 | 23 | 50 |
| C0298 Trace surface cargo shipments | 67 | 20 | 47 |
| C0222 Maintain obligation authorities files | 47 | * | 47 |
| B0099 Determine passenger eligibility for movement | 53 | 7 | 47 |
| C0177 Determine transportation priorities | 75 | 30 | 45 |
| C0228 Match carrier freight way bills with memorandum copies of GBLs | 60 | 17 | 43 |
| C0218 Maintain GBLs | 70 | 27 | 43 |
| C0249 Prepare messages relating to movement of classified cargo | 46 | 3 | 43 |
| C0154 Convert CBLs to GBLs | 46 | 3 | 43 |
| B0102 Maintain government transportation request (GTR) registers | 59 | 17 | 42 |
| C0295 Select commercial carriers for shipment movement | 66 | 23 | 42 |
| J0611 Counsel trainees on training progress | 60 | 80 | -20 |
| I0574 Conduct supervisory performance feedback sessions | 39 | 67 | -27 |
| I0608 Write or indorse military performance reports | 28 | 53 | -25 |
| J0629 Write training reports | 23 | 47 | -24 |

TABLE 34

REPRESENTATIVE TASKS PERFORMED BY AD 2T091 PERSONNEL

| TASKS | | PERCENT MEMBERS PERFORMING (N=11) |
|-------|---|--|
| I0608 | Write or indorse military performance reports | 91 |
| I0609 | Write recommendations for awards or decorations | 91 |
| I0598 | Interpret policies, directives, or procedures for subordinates | 91 |
| I0592 | Evaluate personnel for promotion, demotion, reclassification, or special awards | 91 |
| I0591 | Evaluate personnel for compliance with performance standards | 91 |
| I0604 | Schedule personnel for temporary duty (TDY) assignments, leaves, or passes | 91 |
| J0613 | Brief personnel concerning training | 91 |
| I0605 | Write job or position descriptions | 91 |
| J0617 | Determine training requirements | 91 |
| I0596 | Initiate actions required due to substandard performance of personnel | 91 |
| I0601 | Review budget requirements | 82 |
| I0575 | Conduct supervisory orientations for newly assigned personnel | 82 |
| I0606 | Write staff studies, surveys, or routine reports, other than training or inspection reports | 82 |
| I0574 | Conduct supervisory performance feedback sessions | 82 |
| I0577 | Determine or establish work assignments or priorities | 82 |
| I0576 | Counsel subordinates concerning personal matters | 82 |
| I0610 | Write replies to inspection reports | 82 |
| I0597 | Inspect personnel for compliance with military standards | 82 |
| I0587 | Establish performance standards for subordinates | 82 |
| J0611 | Counsel trainees on training progress | 82 |
| J0626 | Maintain training records or files | 82 |
| I0603 | Review drafts of supplements or changes to directives, such as policy directives, instructions, or manuals | 73 |
| I0585 | Draft supplements or changes to directives, such as policy directives, instructions, or manuals | 73 |
| I0602 | Review mobility, contingency, disaster preparedness, or unit emergency or alert plans | 73 |
| I0589 | Evaluate inspection report findings or inspection procedures | 73 |
| I0583 | Draft budget requirements | 73 |
| I0594 | Implement safety or security programs | 73 |
| K0637 | Initiate requests for TDY orders | 73 |
| I0593 | Evaluate maintenance or utilization of equipment, tools, parts, supplies, or workspace | 73 |
| I0590 | Evaluate job hazards or compliance with Air Force Occupational Safety and Health (AFOSH) program | 73 |
| I0595 | Initiate personnel action requests | 73 |
| I0573 | Conduct self-inspections or self-assessments | 73 |
| I0571 | Assign personnel to work areas or duty positions | 73 |
| J0623 | Evaluate progress of trainees | 73 |
| I0586 | Establish organizational policies, such as operating instructions (OIs) or standard operating procedures (SOPs) | 73 |
| J0616 | Conduct on-the-job training (OJT) | 73 |
| K0630 | Compile data for records, reports, logs, or trend analyses | 73 |

*Average Number of Tasks Performed - 76

TABLE 35

TASKS WHICH BEST DIFFERENTIATE BETWEEN
AD DAFSC 2T071 AND DAFSC 2T091 PERSONNEL
(PERCENT MEMBERS PERFORMING)

| TASKS | AD DAFSC 2T071 (N=165) | AD DAFSC 2T091 (N=11) | DIFF |
|---|---------------------------------|--------------------------------|------|
| C0170 Determine freight charges | 21 | * | 21 |
| C0232 Perform MHE operations | 21 | * | 21 |
| C0309 Verify shipment weights | 20 | * | 20 |
| G0464 Develop wartime manpower requirements | 5 | 55 | -50 |
| I0606 Write staff studies, surveys, or routine reports, other than training or inspection reports | 32 | 82 | -50 |
| I0585 Draft supplements or changes to directives, such as policy directives, instructions, or manuals | 28 | 73 | -45 |
| G0493 Review unit responses to staff assistance visit findings | 27 | 73 | -45 |
| I0605 Write job or position descriptions | 47 | 91 | -44 |
| G0492 Review unit responses to inspection report findings | 29 | 73 | -44 |
| G0467 Establish personnel tasking requirements for deployments | 11 | 55 | -44 |
| G0491 Review staff assistance visit results | 32 | 73 | -41 |
| G0456 Determine personnel requirements for deployments | 17 | 55 | -38 |
| G0490 Review inspector general (IG) inspection results | 27 | 64 | -37 |
| I0586 Establish organizational policies, such as operating instructions (OIs) or standard operating procedures (SOPs) | 38 | 73 | -35 |
| I0601 Review budget requirements | 47 | 82 | -35 |
| I0602 Review mobility, contingency, disaster preparedness, or unit emergency or alert plans | 39 | 73 | -34 |
| K0637 Initiate requests for TDY orders | 39 | 73 | -34 |
| H0508 Assign personnel to transportation deployment positions | 21 | 55 | -34 |
| I0596 Initiate actions required due to substandard performance of personnel | 58 | 91 | -33 |
| K0631 Complete accident or incident reports | 31 | 64 | -33 |
| I0583 Draft budget requirements | 40 | 73 | -33 |

TRAINING ANALYSIS

Occupational survey data are one of many sources of information that can be used to assist in the development of a training program relevant to the needs of personnel in their first enlistment. Factors that may be used in evaluating training include the overall description of the work being performed by first-enlistment personnel, their overall distribution across career ladder jobs, and the percentages of first-enlistment (1-48 months TAFMS) members performing specific tasks, as well as TE and TD ratings (previously explained in the **SURVEY METHODOLOGY** section).

First-Enlistment Personnel

In this study, there are 392 members in their first-enlistment (1-48 months TAFMS), representing 29 percent of the total survey sample. Figure 2 reflects the distribution of first-enlistment personnel within the career ladder. Thirty-nine percent of these airmen are performing in the Freight Management Cluster. Table 36 displays the relative percent of time spent on duties by first-enlistment personnel. Reviewing the table, first-enlistment personnel spend 36 percent of their time performing the tasks of Duty A, Personal Property Activities, and 31 percent on Duty D, Military Freight Activities.

Table 37 lists representative tasks performed by first-enlistment personnel. The most representative tasks are those activities within in military freight, personal property, and packing and crating.

Table 38 reflects the equipment and vehicles used by AD first-enlistment respondents. General office equipment and computer systems are the most used equipment by first-enlistment members. The top vehicles used are trucks, pickups, warehouse tugs, and passenger vehicles.

**DISTRIBUTION OF 2T031 FIRST-ENLISTMENT PERSONNEL
ACROSS SPECIALTY JOBS
(N = 392)**

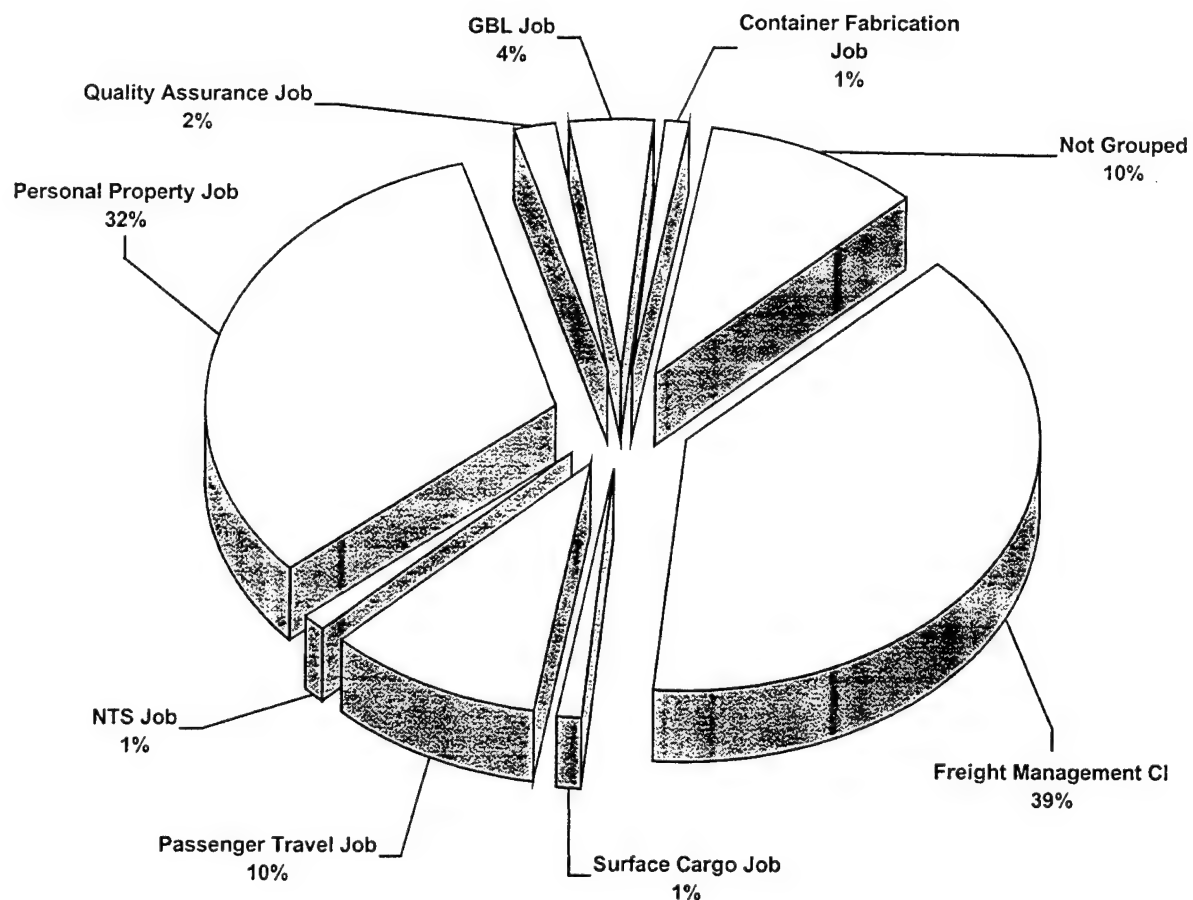


FIGURE 2

TABLE 36

RELATIVE PERCENT TIME SPENT ON DUTIES BY AFSC 2T0X1
AD FIRST-ENLISTMENT PERSONNEL
(N=392)

| DUTIES | | PERCENT TIME SPENT |
|--------|---|--------------------------|
| A | PERFORMING PERSONAL PROPERTY ACTIVITIES | 36 |
| B | PERFORMING PASSENGER TRAVEL ACTIVITIES | 11 |
| C | PERFORMING MILITARY FREIGHT ACTIVITIES | 31 |
| D | PERFORMING PACKING AND CRATING ACTIVITIES | 18 |
| E | PERFORMING BORDER CLEARANCE, CUSTOMS AND RELATED ACTIVITIES | * |
| F | PERFORMING WATER PORT LOGISTICS OFFICE (WPLO) ACTIVITIES | 0 |
| G | PERFORMING DEPLOYMENT PLANS ACTIVITIES | * |
| H | PERFORMING DEPLOYMENT OPERATIONS ACTIVITIES | 1 |
| I | PERFORMING MANAGEMENT AND SUPERVISORY ACTIVITIES | 0 |
| J | PERFORMING TRAINING ACTIVITIES | 1 |
| K | PERFORMING GENERAL ADMINISTRATIVE AND TECHNICAL ORDER (TO) SYSTEM ACTIVITIES | * |
| L | PERFORMING GENERAL SUPPLY AND EQUIPMENT ACTIVITIES | * |

TABLE 37

REPRESENTATIVE TASKS PERFORMED BY AFSC 2T0X1
AD FIRST-ENLISTMENT PERSONNEL
(N=392)

| TASKS | PERCENT MEMBERS PERFORMING | |
|-------|--|----|
| C0309 | Verify shipment weights | 38 |
| C0308 | Verify shipment sizes | 36 |
| C0307 | Verify shipment dimensions | 35 |
| A0035 | Input or retrieve data using transportation personal property standard system (TOPS) | 31 |
| D0314 | Attach cargo packing lists | 30 |
| D0369 | Prepare military shipment labels | 30 |
| D0381 | Sign for shipments received | 30 |
| D0361 | Package small parcels for shipment | 30 |
| D0357 | Package general freight for shipment | 30 |
| C0298 | Trace surface cargo shipments | 28 |
| C0173 | Determine modes for transporting shipments | 28 |
| D0343 | Label shipments, other than classified, hazardous, or special shipments | 27 |
| C0152 | Consolidate shipments | 27 |
| D0382 | Strap cargo to pallets | 27 |
| D0322 | Crate cargo for shipment | 27 |
| D0378 | Select shipments for consolidation | 27 |
| D0372 | Reject improper shipments | 27 |
| A0030 | Determine personal property movement entitlements for NTS, storage-in-transit (SIT), or additional temporary storage | 26 |
| A0025 | Determine personal property movement entitlements for household goods | 26 |
| A0031 | Determine personal property movement entitlements for unaccompanied baggage | 26 |
| C0231 | Perform blocking and bracing activities for carrier equipment | 26 |
| D0365 | Place protective wraps around items | 26 |
| C0187 | Frustrate improper shipments | 26 |
| C0134 | Annotate actual weights on shipping documents | 24 |
| D0384 | Verify movement priorities | 24 |
| D0341 | Label classified shipments | 24 |
| C0230 | Perform as spotter during loading or unloading operations | 24 |
| D0353 | Package classified materials for shipment | 24 |
| D0363 | Palletize surface freight for shipment | 24 |
| A0029 | Determine personal property movement entitlements for professional books, papers, or equipment | 23 |
| A0016 | Determine authority for shipments | 23 |
| C0218 | Maintain GBLs | 23 |
| C0193 | Input or retrieve data using cargo movement operational system (CMOS) | 23 |
| C0296 | Select items for consolidation | 23 |
| D0380 | Select types of containers for packing items | 23 |
| D0355 | Package electrostatic sensitive discharge (ESD) items for shipment | 23 |
| D0338 | Identify special packaging instructions (SPIs) | 23 |
| C0297 | Trace air cargo shipments | 22 |

* Average Number of Tasks Performed - 45

TABLE 38

EQUIPMENT/VEHICLES USED BY AD FIRST-ENLISTMENT AFSC 2T0X1 PERSONNEL
(PERCENT MEMBERS OPERATING)

| EQUIPMENT | 1ST ENL (N=392) |
|---|--------------------|
| General Office Equipment, (Copiers, Phones, Typewriters) | 69 |
| Computer Systems (PCs) not CMOS, GATES, CAPS II, TOPS | 42 |
| CMOS | 40 |
| Pallet Jacks | 35 |
| Trucks, Pickup ($\frac{1}{2}$ - Ton, $\frac{3}{4}$ - Ton, 1 - Ton, $1\frac{1}{2}$ - Ton) | 35 |
| Forklifts, other than AT or RT | 33 |
| Scales, other than Baggage Scales | 32 |
| Power Tools, Hand-Held | 27 |
| Forklifts, Adverse Terrain (AT) | 25 |
| Heat Sealers | 24 |
| Steel Strapping Equipment | 22 |

Training Emphasis (TE) and Task Difficulty (TD) Data

TE and TD data are secondary factors that can assist technical school personnel in deciding which tasks should be emphasized in entry-level training. These ratings, based on the judgments of senior career ladder NCOs working at operational units in the field, are collected to provide training personnel with a rank-ordering of those tasks in the JI considered important for first-enlistment personnel training (see Table 40 for the top rated tasks), along with a measure of the difficulty of the JI tasks (see high rated tasks presented in Table 41). When combined with data on the percentages of first-enlistment personnel performing tasks, comparisons can then be made to determine if training adjustments are necessary. For example, tasks receiving high ratings on both task factors, accompanied by moderate to high percentages performing, may warrant resident training. Those tasks receiving high task factor ratings, but low percentages performing, may be more appropriately planned for OJT programs within the career ladder. Low task factor ratings may highlight tasks best omitted from training for first-enlistment personnel, but this decision must be weighed against percentages of personnel performing the tasks, command concerns, and criticality of the tasks.

To assist technical school personnel, AFOMS has developed a computer program that incorporates these secondary factors and the percentage of first-enlistment personnel performing each task to produce an Automate Testing Indicator (ATI) for each task. These indicators correspond to training decisions listed and defined in the Training Decision Logic Table found in Attachment 2, AETCI 36-2601, and allow course personnel to quickly focus their attention on those tasks which are most likely to qualify for initial resident course consideration.

Table 39 presents tasks with the highest TE ratings for AFSC 2T0X1 first-enlistment airmen, while Table 41 displays those tasks AFSC 2T0X1 raters judged to be most difficult to learn. For example, TE raters (refer to Table 39) reported that tasks such as determining entitlements for household goods and unaccompanied baggage require a high degree of training emphasis. As shown, airmen in their first job and first enlistment are performing these tasks. Table 40 shows TD raters reported supervisory activities and deployment activities are the most difficult tasks to perform. However, due to the low numbers of individuals performing these types of tasks coupled with low TE rating, they would likely be inappropriate for inclusion in an entry-level resident curriculum.

Various lists of tasks, accompanied by TE and TD ratings, and where appropriate, ATI information, are contained in the TRAINING EXTRACT package and should be reviewed in detail by training school personnel. (For a more detailed explanation of TE and TD ratings, see Task Factor Administration in the **SURVEY METHODOLOGY** section of this report.)

TABLE 39

TASKS RATED HIGHEST IN TRAINING EMPHASIS

| TASKS | TNG EMP | PERCENT MEMBERS PERFORMING | | | TASK DIFF |
|--|------------|-------------------------------|--------------------|--------------------|--------------|
| | | 2T0X1 (N=191) | 1ST JOB (N=392) | 1ST ENL (N=392) | |
| A0025 Determine personal property movement entitlements for household goods | 7.24 | 20 | 26 | 26 | 5.18 |
| A0035 Input or retrieve data using transportation personal property standard system (TOPS) | 6.79 | 30 | 31 | 31 | 5.41 |
| A0031 Determine personal property movement entitlements for unaccompanied baggage | 6.69 | 21 | 26 | 26 | 4.42 |
| A0012 Counsel personnel on personal property movements | 6.66 | 14 | 21 | 21 | 5.87 |
| A0024 Determine personal property movement entitlements for do-it-yourself (DITY) moves | 6.62 | 15 | 21 | 21 | 4.84 |
| A0030 Determine personal property movement entitlements for NTS, storage-in-transit (SIT), or additional temporary storage | 6.48 | 20 | 26 | 26 | 5.23 |
| B0130 Review passenger travel orders | 6.41 | 12 | 13 | 13 | 4.64 |
| A0016 Determine authority for shipments | 6.41 | 19 | 23 | 23 | 4.95 |
| A0056 Prepare applications for shipments | 6.41 | 17 | 21 | 21 | 4.54 |
| A0013 Counsel personnel on storage entitlements | 6.38 | 13 | 21 | 21 | 5.20 |
| A0014 Counsel personnel on unauthorized items | 6.38 | 15 | 21 | 21 | 4.10 |
| C0173 Determine modes for transporting shipments | 6.34 | 29 | 28 | 28 | 4.77 |
| B0109 Prepare GTRs | 6.34 | 14 | 14 | 14 | 4.84 |
| C0193 Input or retrieve data using cargo movement operational system (CMOS) | 6.31 | 25 | 23 | 23 | 4.87 |
| C0177 Determine transportation priorities | 6.31 | 23 | 22 | 22 | 4.27 |
| D0357 Package general freight for shipment | 6.28 | 32 | 30 | 30 | 4.29 |
| A0061 Prepare GBLs for personal property | 6.28 | 18 | 19 | 19 | 5.17 |
| B0120 Process emergency leave travel requests | 6.24 | 12 | 14 | 14 | 5.36 |
| A0029 Determine personal property movement entitlements for professional books, papers, or equipment | 6.24 | 18 | 23 | 23 | 4.32 |
| D0352 Operate saws | 6.21 | 25 | 22 | 22 | 5.43 |
| A0009 Coordinate incoming personal property shipments with property owners | 6.21 | 19 | 19 | 19 | 2.84 |

* Mean TE Rating is 3.11, and Standard Deviation is 1.66 (High TE =4.77)

** Average TD Rating is 5.00

TABLE 40

TASKS RATED HIGHEST IN TASK DIFFICULTY

| TASKS | TASK DIFF | 1ST JOB (N=191) | 1ST ENL (N=392) | PERCENT MEMBERS PERFORMING | | | | TNG EMP |
|-------|--------------|--------------------|--------------------|----------------------------|-------------------------|-------------------------|------|------------|
| | | | | 3-SKL LVL (N=368) | 5-SKL LVL (N=473) | 7-SKL LVL (N=165) | | |
| G0458 | 7.56 | 2 | 1 | 1 | 3 | 9 | .76 | |
| I0584 | 7.52 | 0 | 0 | 0 | 1 | 24 | .62 | |
| G0464 | 7.52 | 1 | 1 | 1 | 1 | 5 | .52 | |
| I0606 | 7.42 | 1 | 0 | 0 | 5 | 32 | 1.17 | |
| I0586 | 7.36 | 0 | 0 | 0 | 10 | 38 | 1.10 | |
| G0459 | 7.31 | 1 | 1 | 0 | 4 | 12 | .90 | |
| I0585 | 7.26 | 0 | 0 | 0 | 3 | 28 | 1.07 | |
| J0618 | 7.26 | 1 | 1 | 0 | 5 | 15 | .34 | |
| G0460 | 7.26 | 0 | 0 | 0 | 2 | 7 | .55 | |
| I0583 | 7.26 | 0 | 0 | 0 | 3 | 40 | .79 | |
| I0605 | 7.25 | 1 | 0 | 1 | 8 | 47 | 1.03 | |
| J0620 | 7.11 | 1 | 1 | 1 | 9 | 20 | .72 | |
| D0316 | 7.08 | 6 | 10 | 10 | 20 | 15 | 4.34 | |
| G0462 | 7.06 | 0 | 0 | 0 | 2 | 7 | .52 | |
| J0619 | 7.02 | 1 | 1 | 1 | 18 | 47 | 1.86 | |
| G0461 | 6.99 | 2 | 1 | 1 | 3 | 6 | .55 | |
| G0455 | 6.98 | 1 | 1 | 1 | 2 | 6 | .62 | |
| J0628 | 6.94 | 1 | 0 | 1 | 10 | 31 | 2.03 | |
| G0470 | 6.94 | 0 | 0 | 0 | 3 | 8 | .34 | |
| I0609 | 6.93 | 1 | 0 | 1 | 30 | 76 | 1.86 | |
| G0467 | 6.91 | 0 | 0 | 0 | 4 | 11 | .66 | |
| D0317 | 6.91 | 6 | 11 | 11 | 19 | 15 | 4.24 | |
| I0610 | 6.90 | 0 | 0 | 0 | 13 | 58 | 1.41 | |

* Mean TE Rating is 3.11, and Standard Deviation is 1.66 (High TE = 4.77)

** Average TD Rating is 5.00

Specialty Training Standard (STS)

A comprehensive review of STS 2T0X1, dated January 1999, compared STS items to survey data (based on the assistance from subject-matter experts in matching JI tasks to STS elements). STS elements containing general knowledge information, mandatory entries, subject-matter-knowledge-only requirements, or basic supervisory responsibilities were not examined. Task knowledge and performance elements of the STS were compared against the standard set forth in AFI 36-2623 (i.e., include tasks performed or knowledge required by 20 percent or more of the personnel in a skill level (criterion group) of the AFS).

Table 41 lists several examples of STS paragraphs which need to be reviewed by SMEs. For example, paragraphs 7.5, 12.4.2, 15.1, 15.8, and 22.3 are a few examples that need to be reviewed for proficiency coding in future revisions due to small percentages (less than 20 percent) performing related tasks.

Tasks not referenced to any element of the STS are listed at the end of the STS computer listing. These tasks were reviewed to determine if there were any tasks concentrated around any particular function or job. Table 42 shows some of the tasks that may require review for proficiency coding.

TABLE 41

EXAMPLES OF TECHNICAL TASKS PERFORMED BY FEWER
THAN 20 PERCENT AND REFERENCED IN THE STS

| TASKS | | TNG EMP | ATI | PERCENT MEMBERS PERFORMING | | | | TASK DIFF |
|--------|--|------------|-----|-----------------------------------|-----------------------------------|-------------------------|----|--------------|
| | | | | 1 ST JOB (N=191) | 1 ST ENL (N=392) | 3-SKL LVL (N=368) | | |
| 7 | GENERAL TRANSPORTATION REQUIREMENTS | | | | | | | |
| 7.5 | Customs Requirements | | | | | | | 1a |
| E0403 | Prepare foreign customs clearance documents | 3.07 | 2 | 2 | 3 | 4 | 4 | 4.30 |
| E0404 | Prepare inbound shipment customs documents | 3.66 | 3 | 3 | 2 | 2 | 2 | 3.98 |
| E0405 | Prepare outbound shipment customs documents | 3.79 | 7 | 7 | 10 | 10 | 10 | 4.01 |
| 12.4 | TRAVEL DOCUMENTS | | | | | | | |
| 12.4.2 | Annotate unique control number on travel orders | | | | | | | 2b |
| B0110 | Prepare passenger boarding pass | 3.21 | 3 | 7 | 7 | 6 | 6 | 3.68 |
| B0113 | Prepare transportation authorization or unique control numbers | 4.79 | 11 | 10 | 11 | 11 | 11 | 4.02 |
| 15 | PERSONAL PROPERTY TRANSPORTATION DOCUMENTS | | | | | | | |
| 15.1 | Prepare government bills of lading | | | | | | | 2b |
| A0061 | Prepare GBLs for personal property | 6.28 | 11 | 18 | 19 | 17 | 17 | 5.17 |
| 15.8 | Maintain registers such as GBL | | | | | | | 2b |
| A0052 | Maintain document registers | 3.90 | 7 | 2 | 4 | 4 | 4 | 4.30 |
| 22 | LOADING/UNLOADING OPERATIONS | | | | | | | |
| 22.3 | Operate material handling equipment | | | | | | | 2b |
| C0232 | Perform MHE operations | 5.62 | 11 | 6 | 7 | 7 | 7 | 4.03 |

* Mean TE Rating is 3.11, and Standard Deviation is 1.66 (High TE = 4.77)

** Average TD Rating is 5.00

TABLE 42

EXAMPLES OF TECHNICAL TASKS NOT REFERENCED IN THE STS BUT
PERFORMED BY MORE THAN 20 PERCENT

| TASKS | TNG EMP | ATI | PERCENT MEMBERS PERFORMING | | | TASK DIFF |
|---|------------|-----|-----------------------------------|-----------------------------------|-------------------------|--------------|
| | | | 1 ST JOB (N=191) | 1 ST ENL (N=392) | 3-SKL LVL (N=368) | |
| A0016 Determine authority for shipments | 6.41 | 11 | 19 | 23 | 22 | 4.95 |
| C0187 Frustrate improper shipments | 5.21 | 11 | 32 | 26 | 28 | 4.63 |
| C0196 Inspect cargo for suspected damage | 5.14 | 11 | 20 | 22 | 21 | 4.51 |
| C0230 Perform as a spotter during loading or unloading operations | 5.10 | 9 | 27 | 24 | 25 | 3.20 |
| D0357 Package general freight for shipment | 6.28 | 12 | 32 | 30 | 30 | 4.29 |
| D0361 Package small parcels for shipment | 5.29 | 10 | 32 | 30 | 30 | 3.91 |

* Mean TE Rating is 3.11, and Standard Deviation is 1.66 (High TE = 4.77)

** Average TD Rating is 5.00

Plan of Instruction (POI) Analysis

Technical school SMEs matched JI tasks to POI L3ABR2T031, dated 11 January 1999, training objectives. Objectives were evaluated in a method similar to the STS analysis, as percent members performing data for first-job (1-24 months TAFMS) and first-enlistment (1-48 months TAFMS) personnel, ATI, TE, and TD ratings were examined.

POI blocks, units of instruction, and criterion objectives were compared against guidance provided by AETCR 52-22 (30 percent or more criterion first-enlistment group performing trained tasks). In accordance with this guidance, tasks trained in the course that do not meet these criteria should be considered for elimination from formal course training, if not justified on some other acceptable basis (safety item, etc).

The POI analysis reveals very comprehensive coverage of essential objectives. A few tasks not referenced to the POI (Table 43) may warrant review for inclusion based on the percentage of first-job and first-enlistment personnel performing these tasks.

TABLE 43

EXAMPLES OF AFSC 2T0X1 POI ITEMS
NOT REFERENCED AND PERFORMED BY MORE THAN 30 PERCENT
(PERCENT MEMBERS PERFORMING)

| TASKS | TNG EMP | ATI | 1 st JOB | 1 st ENL | TASK DIFF |
|--|------------|-----|------------------------|------------------------|--------------|
| C0187 Frustrate improper shipments | 5.21 | 11 | 32 | 26 | 4.63 |
| D0357 Package general freight for shipment | 6.28 | 12 | 32 | 30 | 4.29 |
| D0361 Package small parcels for shipment | 5.59 | 10 | 32 | 30 | 3.91 |
| D0378 Select shipments for consolidation | 5.72 | 9 | 30 | 27 | 3.73 |
| D0382 Strap cargo to pallets | 5.00 | 9 | 30 | 27 | 3.54 |

* Mean TE Rating is 3.11, and Standard Deviation is 1.66 (High TE = 4.77)

** Average TD Rating is 5.00

JOB SATISFACTION ANALYSIS

An examination of the job satisfaction indicators of various groups can give career ladder managers a better understanding of some of the factors that may affect the job performance of airmen in the career ladder. Attitude questions covering job interest, perceived utilization of talents and training, sense of accomplishment from work, and reenlistment intentions were included in the survey booklet to provide indications of job satisfaction.

Table 44 presents job satisfaction data for AD AFSC 2T0X1 TAFMS groups, together with TAFMS data for a comparative sample of Logistics career ladders surveyed in 1999. In general, most AFSC 2T0X1 ratings are higher than the comparative sample ratings. First-enlistment AFSC 2T0X1 airmen (1-48 months TAFMS) indicated lower ratings regarding the expressed job interest.

An indication of how job satisfaction perceptions have changed over time is provided in Table 45, where TAFMS data for the current survey respondents are presented, along with data from the last occupational survey report. Reviewing this table, current survey satisfaction ratings for job interest, perceived utilization of talents, perceived utilization of training, and sense of accomplishment from work are rated about the same from the previous survey for all TAFMS groups. Reenlistment intentions for all TAFMS groups are lower than the 1996 survey. One area to note is that current members show an increase in their satisfaction of perceived utilization of training.

In Table 46, a review of the job satisfaction ratings for the specialty jobs and clusters identified, reveal that the Container Fabrication Job has much lower job satisfaction ratings across all indicators. There is also a low percentage of job interest in the Surface Cargo Job. There is a low percentage of reenlistment intentions in the Training Job. The Senior Management Job and Deployment Operations Job show high percentages of job satisfaction.

Table 47 presents job satisfaction indicators for ANG and AFRC 5 and 7-skill level personnel. Overall job satisfaction for 5- and 7-skill level of both ANG and AFRC is high, with slightly lower indicators for sense of accomplishment gained from work by 5-skill level personnel of both components.

TABLE 44

COMPARISON OF JOB SATISFACTION INDICATORS BY TAFMS GROUPS
(PERCENT MEMBERS RESPONDING)

| | 1-48 MOS TAFMS | | 49-96 MOS TAFMS | | 97+ MOS TAFMS | |
|---|--------------------------|-------------------------------|--------------------------|-------------------------------|--------------------------|-------------------------------|
| | 2000 2T0X1 (N=392) | COMP SAMPLE* (N=13,806) | 2000 2T0X1 (N=227) | COMP SAMPLE* (N=13,806) | 2000 2T0X1 (N=398) | COMP SAMPLE* (N=13,806) |
| <u>EXPRESSED JOB INTEREST</u> | | | | | | |
| INTERESTING | 50 | 53 | 57 | 56 | 76 | 71 |
| SO-SO | 31 | 27 | 26 | 25 | 15 | 18 |
| DULL | 19 | 20 | 17 | 19 | 9 | 11 |
| <u>PERCEIVED UTILIZATION OF TALENTS</u> | | | | | | |
| FAIRLY WELL TO PERFECTLY | 68 | 64 | 76 | 70 | 83 | 83 |
| LITTLE OR NOT AT ALL | 32 | 36 | 24 | 30 | 17 | 17 |
| <u>PERCEIVED UTILIZATION OF TRAINING</u> | | | | | | |
| FAIRLY WELL TO PERFECTLY | 88 | 85 | 86 | 81 | 86 | 83 |
| LITTLE OR NOT AT ALL | 12 | 15 | 14 | 19 | 14 | 17 |
| <u>SENSE OF ACCOMPLISHMENT GAINED FROM WORK</u> | | | | | | |
| SATISFIED | 61 | 58 | 64 | 60 | 73 | 72 |
| NEUTRAL | 22 | 21 | 16 | 17 | 11 | 12 |
| DISSATISFIED | 17 | 21 | 20 | 23 | 16 | 16 |
| <u>REENLISTMENT INTENTIONS</u> | | | | | | |
| YES, OR PROBABLY YES | 54 | 51 | 65 | 61 | 68 | 69 |
| NO, OR PROBABLY NO | 46 | 49 | 34 | 39 | 10 | 10 |
| PLAN TO RETIRE | 0 | 0 | 0 | 0 | 22 | 21 |

* Comparative sample of Logistics career ladders surveyed in 1999 include 2A5X2/A/B/C, 2A7X4, 2E1X2, 2E1X3, 2F0X1, 2M0X3/A, 2S0X1, 2S0X2, 2T1X1, and 2W1X1/C/D/E/F/H/K/L/Z AFSCs.

TABLE 45

COMPARISON OF CURRENT SURVEY AND PREVIOUS SURVEY BY TAFMS GROUPS
(PERCENT MEMBERS RESPONDING)

| | 1-48 MOS TAFMS | | 49-96 MOS TAFMS | | 97+ MOS TAFMS | |
|---|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| | 2000 2T0X1 (N=392) | 1996 2T0X1 (N=687) | 2000 2T0X1 (N=227) | 1996 2T0X1 (N=312) | 2000 2T0X1 (N=398) | 1996 2T0X1 (N=562) |
| <u>EXPRESSED JOB INTEREST</u> | | | | | | |
| INTERESTING | 50 | 52 | 57 | 58 | 76 | 78 |
| SO-SO | 31 | 27 | 26 | 26 | 15 | 15 |
| DULL | 19 | 22 | 17 | 16 | 9 | 6 |
| <u>PERCEIVED UTILIZATION OF TALENTS</u> | | | | | | |
| FAIRLY WELL TO PERFECTLY | 68 | 67 | 76 | 72 | 83 | 83 |
| LITTLE OR NOT AT ALL | 32 | 33 | 24 | 28 | 17 | 17 |
| <u>PERCEIVED UTILIZATION OF TRAINING</u> | | | | | | |
| FAIRLY WELL TO PERFECTLY | 88 | 80 | 86 | 84 | 86 | 83 |
| LITTLE OR NOT AT ALL | 12 | 19 | 14 | 16 | 14 | 17 |
| <u>SENSE OF ACCOMPLISHMENT GAINED FROM WORK</u> | | | | | | |
| SATISFIED | 61 | 60 | 64 | 66 | 73 | 75 |
| NEUTRAL | 22 | 20 | 16 | 15 | 11 | 11 |
| DISSATISFIED | 17 | 20 | 20 | 19 | 16 | 14 |
| <u>REENLISTMENT INTENTIONS</u> | | | | | | |
| YES, OR PROBABLY YES | 54 | 60 | 65 | 74 | 68 | 78 |
| NO, OR PROBABLY NO | 46 | 40 | 35 | 26 | 10 | 6 |
| PLAN TO RETIRE | 0 | 0 | 0 | 0 | 22 | 16 |

TABLE 46

COMPARISON OF JOB SATISFACTION INDICATORS BY SPECIALTY JOBS
(PERCENT MEMBERS RESPONDING)

| | Freight Mngmnt Cluster (N=618) | Personal Property Cluster (N=287) | Suprvsry Job (N=110) | Passenger Travel Job (N=105) | Quality Assmnc Job (N=34) | Container Fabrication Job (N=17) |
|--|---|--|----------------------------|---------------------------------------|------------------------------------|---|
| INTERESTING | 59 | 58 | 78 | 69 | 71 | 38 |
| SO-SO | 26 | 27 | 14 | 21 | 21 | 24 |
| DULL | 15 | 15 | 8 | 10 | 8 | 38 |
| FAIRLY WELL TO PERFECTLY LITTLE OR NOT AT ALL | 75 25 | 76 24 | 83 17 | 85 15 | 76 24 | 25 75 |
| FAIRLY WELL TO PERFECTLY LITTLE OR NOT AT ALL | 90 10 | 89 11 | 86 14 | 90 10 | 89 11 | 25 75 |
| SATISFIED | 67 | 63 | 73 | 66 | 74 | 50 |
| NEUTRAL | 16 | 19 | 10 | 18 | 8 | 0 |
| DISSATISFIED | 17 | 18 | 17 | 16 | 18 | 50 |
| YES, OR PROBABLY YES | 62 | 63 | 62 | 62 | 76 | 75 |
| NO, OR PROBABLY NO | 33 | 32 | 7 | 30 | 24 | 25 |
| WILL RETIRE | 5 | 5 | 31 | 8 | 0 | 0 |

EXPRESSED JOB INTEREST

INTERESTING
SO-SO
DULL

PERCEIVED UTILIZATION OF TALENTS

FAIRLY WELL TO PERFECTLY
LITTLE OR NOT AT ALL

PERCEIVED UTILIZATION OF TRAINING

FAIRLY WELL TO PERFECTLY
LITTLE OR NOT AT ALL

SENSE OF ACCOMPLISHMENT GAINED FROM WORK

SATISFIED
NEUTRAL
DISSATISFIED

*REENLISTMENT INTENTIONS

YES, OR PROBABLY YES
NO, OR PROBABLY NO
WILL RETIRE

* AD only

TABLE 46 (CONTINUED)

COMPARISON OF JOB SATISFACTION INDICATORS BY SPECIALTY JOBS
(PERCENT MEMBERS RESPONDING)

| | GBL Job (N=17) | NTS Job (N=9) | Training Job (N=8) | Surface Cargo Job (N=6) | Senior Mngmnt Job (N=5) | Deploy Ops Job (N=5) |
|---|----------------------|---------------------|--------------------------|----------------------------------|----------------------------------|-------------------------------|
| <u>EXPRESSED JOB INTEREST</u> | | | | | | |
| INTERESTING | 65 | 67 | 57 | 17 | 100 | 100 |
| SO-SO | 29 | 11 | 14 | 50 | 0 | 0 |
| DULL | 6 | 22 | 29 | 33 | 0 | 0 |
| <u>PERCEIVED UTILIZATION OF TALENTS</u> | | | | | | |
| FAIRLY WELL TO PERFECTLY | 82 | 56 | 71 | 50 | 80 | 100 |
| LITTLE OR NOT AT ALL | 18 | 44 | 29 | 50 | 20 | 0 |
| <u>PERCEIVED UTILIZATION OF TRAINING</u> | | | | | | |
| FAIRLY WELL TO PERFECTLY | 100 | 89 | 71 | 67 | 80 | 100 |
| LITTLE OR NOT AT ALL | 0 | 11 | 29 | 33 | 20 | 0 |
| <u>SENSE OF ACCOMPLISHMENT GAINED FROM WORK</u> | | | | | | |
| SATISFIED | 75 | 67 | 72 | 50 | 80 | 80 |
| NEUTRAL | 0 | 11 | 14 | 33 | 20 | 0 |
| DISSATISFIED | 25 | 22 | 14 | 17 | 0 | 20 |
| <u>*REENLISTMENT INTENTIONS</u> | | | | | | |
| YES, OR PROBABLY YES | 82 | 67 | 29 | 83 | 40 | 80 |
| NO, OR PROBABLY NO | 18 | 22 | 42 | 17 | 0 | 0 |
| WILL RETIRE | 0 | 11 | 29 | 0 | 60 | 20 |

* AD only

TABLE 47

JOB SATISFACTION INDICATORS BETWEEN 5 AND 7-SKILL LEVEL OF
ANG AND AFRC (PERCENT MEMBERS RESPONDING)

| | 5-SKILL LEVEL | | 7-SKILL LEVEL | |
|---|-------------------------|-------------------------|-------------------------|-------------------------|
| | ANG 2T051 (N=120) | AFRC 2T051 (N=67) | ANG 2T071 (N=122) | AFRC 2T071 (N=30) |
| <u>EXPRESSED JOB INTEREST</u> | | | | |
| INTERESTING | 70 | 63 | 87 | 87 |
| SO-SO | 20 | 25 | 6 | 10 |
| DULL | 10 | 12 | 7 | 3 |
| <u>PERCEIVED UTILIZATION OF TALENTS</u> | | | | |
| FAIRLY WELL TO PERFECTLY | 83 | 81 | 90 | 83 |
| LITTLE OR NOT AT ALL | 17 | 19 | 10 | 17 |
| <u>PERCEIVED UTILIZATION OF TRAINING</u> | | | | |
| FAIRLY WELL TO PERFECTLY | 86 | 80 | 94 | 83 |
| LITTLE OR NOT AT ALL | 14 | 20 | 6 | 17 |
| <u>SENSE OF ACCOMPLISHMENT GAINED FROM WORK</u> | | | | |
| SATISFIED | 68 | 58 | 85 | 73 |
| NEUTRAL | 17 | 26 | 9 | 14 |
| DISSATISFIED | 15 | 16 | 6 | 13 |

IMPLICATIONS

This survey was initiated to provide current job and task data for use in evaluating the AFMAN 36-2108 *Specialty Description* and appropriate training documents.

Survey results indicate that the present classification structure, as described in the latest specialty description, accurately portrays the jobs performed. One area that the specialty description does not mention is deployment operations tasks.

The STS requires review in proficiency coding of performance and knowledge based levels. Even though there are some items in the POI that require some review, the data overall supports the POI training documents.

Job satisfaction overall is higher for this career field than the comparative sample. In addition, satisfaction indicators are similar for the current OSR data compared to the 1996 OSR data. Members of the Container Fabrication Job indicated lower job satisfaction ratings across all areas, with the exception of reenlistment intentions. The Senior Management Job and Deployment Operations Job have the highest overall satisfaction rate. The job satisfaction rates for the ANG and AFRC overall is fairly high.

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APPENDIX A

SELECTED REPRESENTATIVE TASKS PERFORMED
BY SPECIALTY JOB GROUPS

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TABLE A1
FREIGHT MANAGEMENT CLUSTER

| TASKS | PERCENT MEMBERS PERFORMING (N=618) |
|-------|--|
| D0361 | Package small parcels for shipment 81 |
| D0357 | Package general freight for shipment 80 |
| D0314 | Attach cargo packing lists 78 |
| C0309 | Verify shipment weights 78 |
| D0369 | Prepare military shipment labels 76 |
| C0308 | Verify shipment sizes 76 |
| D0343 | Label shipments, other than classified, hazardous, or special shipments 74 |
| C0307 | Verify shipment dimensions 74 |
| D0378 | Select shipments for consolidation 73 |
| D0322 | Crate cargo for shipment 73 |
| D0382 | Strap cargo to pallets 71 |
| D0363 | Palletize surface freight for shipment 70 |
| C0152 | Consolidate shipments 70 |
| D0365 | Place protective wraps around items 70 |
| D0352 | Operate saws 70 |
| C0173 | Determine modes for transporting shipments 69 |
| D0380 | Select types of containers for packing items 68 |
| D0381 | Sign for shipments received 67 |
| D0339 | Inspect items for packaging 65 |
| D0384 | Verify movement priorities 65 |
| D0379 | Select shipments for palletizing 65 |
| C0296 | Select items for consolidation 65 |
| D0353 | Package classified materials for shipment 65 |
| D0355 | Package electrostatic sensitive discharge (ESD) items for shipment 64 |
| D0341 | Label classified shipments 63 |
| C0231 | Perform blocking and bracing activities for carrier equipment 63 |
| C0177 | Determine transportation priorities 62 |
| D0342 | Label hazardous shipments 62 |
| D0377 | Segregate items for packaging 60 |
| C0195 | Inspect cargo for proper stability 60 |
| C0194 | Inspect cargo for proper restraint 60 |
| C0230 | Perform as spotter during loading or unloading operations 60 |
| C0206 | Load general cargo onto surface vehicles, other than during deployments 59 |
| D0383 | Strap containers for shipment or storage 59 |
| C0193 | Input or retrieve data using cargo movement operational system (CMOS) 58 |
| C0134 | Annotate actual weights on shipping documents 58 |
| C0196 | Inspect cargo for suspected damage 58 |
| D0359 | Package hazardous materials for shipment 57 |
| D0340 | Interpret SPIs 57 |
| D0364 | Perform heat sealing to preserve items 56 |
| D0319 | Consolidate shipments into specified units 55 |
| C0310 | Verify shipments against manifests 54 |
| D0372 | Reject improper shipments 54 |

TABLE A2
PERSONAL PROPERTY CLUSTER

| TASKS | | PERCENT MEMBERS PERFORMING (N=287) |
|-------|--|---|
| A0035 | Input or retrieve data using transportation personal property standard system (TOPS) | 84 |
| A0025 | Determine personal property movement entitlements for household goods | 76 |
| A0030 | Determine personal property movement entitlements for NTS, storage-in-transit (SIT), or additional temporary storage | 76 |
| A0031 | Determine personal property movement entitlements for unaccompanied baggage | 74 |
| A0029 | Determine personal property movement entitlements for professional books, papers, or equipment | 71 |
| A0013 | Counsel personnel on storage entitlements | 67 |
| A0012 | Counsel personnel on personal property movements | 63 |
| A0011 | Counsel personnel on liability for loss or damage | 63 |
| A0024 | Determine personal property movement entitlements for do-it-yourself (DITY) moves | 62 |
| A0014 | Counsel personnel on unauthorized items | 61 |
| A0056 | Prepare applications for shipments | 58 |
| A0023 | Determine personal property movement entitlements for dependents or eligible heirs of deceased personnel | 57 |
| A0017 | Determine consignment instructions | 56 |
| A0027 | Determine personal property movement entitlements for privately-owned firearms | 56 |
| A0028 | Determine personal property movement entitlements for privately-owned vehicles | 54 |
| A0058 | Prepare documentation for local moves | 53 |
| A0016 | Determine authority for shipments | 53 |
| A0033 | Determine transit time allowances | 51 |
| A0082 | Trace personal property shipments | 50 |
| A0032 | Determine privately-owned vehicle (POV) storage requirements | 50 |
| A0009 | Coordinate incoming personal property shipments with property owners | 49 |
| A0010 | Counsel personnel on customs requirements | 49 |
| A0020 | Determine excess shipment costs | 48 |
| A0008 | Coordinate diversion of personal property shipments with appropriate agencies | 48 |
| A0005 | Clear inbound personal property shipments | 47 |
| A0007 | Compute chargeable net weight of personal property shipments | 46 |
| A0057 | Prepare cash collection vouchers or pay adjustment authorizations | 46 |
| A0081 | Schedule outbound personal property shipments | 45 |
| A0059 | Prepare documents for additional temporary storage | 45 |
| A0001 | Audit or certify contractor invoices, such as direct procurement method (DPM), local moves, or one-time contracts | 44 |
| A0060 | Prepare government bill of lading (GBL) correction notices for personal property | 43 |
| A0022 | Determine modes or codes of personal property movements using carrier tariffs, government rate printouts, or required delivery dates | 43 |
| A0061 | Prepare GBLs for personal property | 42 |
| A0019 | Determine disposition of incoming personal property shipments | 40 |
| A0026 | Determine personal property movement entitlements for mobile homes | 37 |
| A0078 | Review personal property shipment forms | 36 |
| A0002 | Audit or certify costs of accessorial services | 34 |
| A0018 | Determine cost of commercial movement of household goods using carrier tariffs or government rate printouts | 34 |

TABLE A3
SUPERVISORY JOB

| TASKS | PERCENT MEMBERS PERFORMING (N=110) |
|-------|---|
| I0591 | Evaluate personnel for compliance with performance standards 96 |
| I0598 | Interpret policies, directives, or procedures for subordinates 95 |
| I0592 | Evaluate personnel for promotion, demotion, reclassification, or special awards 95 |
| I0577 | Determine or establish work assignments or priorities 95 |
| I0576 | Counsel subordinates concerning personal matters 95 |
| I0574 | Conduct supervisory performance feedback sessions 94 |
| I0597 | Inspect personnel for compliance with military standards 93 |
| I0608 | Write or indorse military performance reports 92 |
| I0609 | Write recommendations for awards or decorations 92 |
| J0613 | Brief personnel concerning training 91 |
| J0611 | Counsel trainees on training progress 90 |
| J0623 | Evaluate progress of trainees 89 |
| I0575 | Conduct supervisory orientations for newly assigned personnel 88 |
| J0617 | Determine training requirements 86 |
| J0626 | Maintain training records or files 85 |
| I0587 | Establish performance standards for subordinates 84 |
| I0596 | Initiate actions required due to substandard performance of personnel 83 |
| J0616 | Conduct on-the-job training (OJT) 81 |
| I0581 | Develop or establish work methods or procedures 79 |
| I0573 | Conduct self-inspections or self-assessments 79 |
| I0582 | Develop or establish work schedules 77 |
| I0571 | Assign personnel to work areas or duty positions 77 |
| I0604 | Schedule personnel for temporary duty (TDY) assignments, leaves, or passes 74 |
| I0590 | Evaluate job hazards or compliance with Air Force Occupational Safety and Health (AFOSH) program 71 |
| I0610 | Write replies to inspection reports 67 |
| I0572 | Assign sponsors for newly assigned personnel 66 |
| I0594 | Implement safety or security programs 64 |
| I0589 | Evaluate inspection report findings or inspection procedures 64 |
| I0595 | Initiate personnel action requests 63 |
| K0630 | Compile data for records, reports, logs, or trend analyses 61 |
| I0599 | Investigate accidents or incidents 60 |
| K0638 | Initiate or maintain standby rosters or workcenter pyramid recall rosters 56 |
| I0603 | Review drafts of supplements or changes to directives, such as policy directives, instructions, or manuals 55 |
| J0619 | Develop training programs, plans, or procedures 55 |
| I0580 | Develop self-inspection or self-assessment program checklists 55 |
| I0605 | Write job or position descriptions 55 |
| I0601 | Review budget requirements 54 |
| I0593 | Evaluate maintenance or utilization of equipment, tools, parts, supplies, or workspace 53 |
| I0578 | Develop organizational or functional charts 53 |
| I0602 | Review mobility, contingency, disaster preparedness, or unit emergency or alert plans 51 |

TABLE A4
PASSENGER TRAVEL JOB

| TASKS | | PERCENT MEMBERS PERFORMING (N=105) |
|-------|--|---|
| B0086 | Brief passengers on flight itineraries | 98 |
| B0091 | Confirm passenger reservations | 98 |
| B0130 | Review passenger travel orders | 97 |
| B0098 | Determine modes for passenger travel | 95 |
| B0102 | Maintain government transportation request (GTR) registers | 95 |
| B0089 | Brief passengers on travel restrictions | 94 |
| B0109 | Prepare GTRs | 93 |
| B0100 | Determine passenger movement entitlements | 91 |
| B0088 | Brief passengers on transportation entitlements | 90 |
| B0114 | Prepare travel itineraries | 90 |
| B0122 | Process group travel requests | 90 |
| B0099 | Determine passenger eligibility for movement | 90 |
| B0120 | Process emergency leave travel requests | 90 |
| B0127 | Request, audit, or verify passenger name reservations (PNRs) | 88 |
| B0094 | Coordinate travel movements with reservation agencies | 88 |
| B0097 | Determine costs of military air transportation | 87 |
| B0108 | Prepare documentation for unused transportation | 87 |
| B0129 | Review passenger billings | 86 |
| B0087 | Brief passengers on pet arrangements for permanent changes of station (PCSs) | 86 |
| B0096 | Determine costs of commercial air transportation | 85 |
| B0104 | Maintain transportation authorization or unique control number registers | 84 |
| B0103 | Maintain passenger reservation messages | 82 |
| B0085 | Adjust passenger movements to schedules | 81 |
| B0113 | Prepare transportation authorization or unique control numbers | 80 |
| B0118 | Process circuitous travel requests | 78 |
| B0131 | Select travel routings using routing guides | 75 |
| B0125 | Provide passenger schedules or rate information | 74 |
| B0115 | Process airline refund applications | 74 |
| B0090 | Complete reports of lost tickets | 72 |
| B0105 | Perform quality assurance procedures for commercial travel office (CTO) agencies | 71 |
| B0119 | Process delay-enroute travel requests | 64 |
| B0095 | Deliver passenger documentation | 64 |
| B0126 | Request commercial capabilities | 61 |
| B0132 | Turn in cash collection vouchers | 60 |
| B0093 | Coordinate movement of special category passengers with appropriate agencies | 60 |
| B0117 | Process carrier initiated refund checks | 58 |
| B0124 | Process travel orders for military working dogs | 58 |
| B0128 | Review applications for travel exceptions | 57 |
| B0111 | Prepare portcall notification change letters | 56 |
| B0112 | Prepare requests for movement control numbers on routings for chartered transportation | 55 |
| B0107 | Pick up passenger documentation | 53 |
| B0110 | Prepare passenger boarding passes | 52 |

TABLE A5
QUALITY ASSURANCE JOB

| TASKS | | PERCENT MEMBERS PERFORMING (N=34) |
|-------|--|--|
| A0035 | Input or retrieve data using transportation personal property standard system (TOPS) | 91 |
| A0049 | Maintain carrier performance files | 91 |
| A0041 | Inspect personal property shipments at origin | 88 |
| A0040 | Inspect personal property shipments at destination | 88 |
| A0046 | Issue letters of warning against commercial carriers | 85 |
| A0037 | Inspect commercial packers for compliance with contractual specifications | 82 |
| A0036 | Inspect approved carrier's warehouse, storage facilities, or equipment for physical capability to handle DOD shipments | 82 |
| A0045 | Issue letters of suspension against commercial carriers | 74 |
| A0072 | Prepare total quality assurance program (TQAP) inputs, such as personal property discrepancy reports | 65 |
| A0038 | Inspect commercial packers for compliance with purchase order specifications | 62 |
| A0077 | Review personal property claim documents | 59 |
| A0062 | Prepare inspection records | 59 |
| A0015 | Determine adequacy of carrier's warehouse or storage facilities or equipment to handle Department of Defense (DOD) shipments | 59 |
| A0055 | Monitor weighing or reweighing of personal property shipments | 56 |
| A0050 | Maintain contract service records | 44 |
| A0076 | Review customer satisfaction reports | 41 |
| A0011 | Counsel personnel on liability for loss or damage | 38 |
| J0616 | Conduct on-the-job training (OJT) | 38 |
| A0042 | Inspect personal property shipments in transit | 35 |
| A0078 | Review personal property shipment forms | 29 |
| A0083 | Verify completion of personal property inventories at origin | 29 |
| A0080 | Reweigh personal property shipments | 29 |
| I0576 | Counsel subordinates concerning personal matters | 29 |
| J0611 | Counsel trainees on training progress | 29 |
| A0014 | Counsel personnel on unauthorized items | 26 |
| I0574 | Conduct supervisory performance feedback sessions | 26 |
| I0597 | Inspect personnel for compliance with military standards | 24 |
| I0598 | Interpret policies, directives, or procedures for subordinates | 24 |
| I0608 | Write or indorse military performance reports | 24 |
| A0082 | Trace personal property shipments | 18 |
| A0012 | Counsel personnel on personal property movements | 18 |
| E0399 | Perform customs inspections | 6 |

TABLE A6
CONTAINER FABRICATION JOB

| TASKS | | PERCENT MEMBERS PERFORMING (N=17) |
|-------|---|--|
| D0334 | Fabricate shipping containers | 94 |
| D0322 | Crate cargo for shipment | 88 |
| D0352 | Operate saws | 88 |
| D0335 | Fabricate skids | 88 |
| D0332 | Fabricate pallets | 88 |
| D0328 | Design skids | 88 |
| D0327 | Design shipping containers | 82 |
| D0338 | Identify special packaging instructions (SPIs) | 76 |
| D0347 | Maintain power tools | 71 |
| D0357 | Package general freight for shipment | 71 |
| D0363 | Palletize surface freight for shipment | 71 |
| D0340 | Interpret SPIs | 71 |
| D0323 | Crate cargo for storage | 65 |
| D0346 | Maintain handtools | 65 |
| D0331 | Fabricate braces | 65 |
| D0382 | Strap cargo to pallets | 65 |
| D0383 | Strap containers for shipment or storage | 59 |
| D0361 | Package small parcels for shipment | 59 |
| D0324 | Design braces | 59 |
| D0358 | Package general freight for storage | 53 |
| D0339 | Inspect items for packaging | 53 |
| D0365 | Place protective wraps around items | 53 |
| D0314 | Attach cargo packing lists | 53 |
| C0231 | Perform blocking and bracing activities for carrier equipment | 47 |
| D0336 | Fabricate slotted-angle crates | 47 |
| C0230 | Perform as spotter during loading or unloading operations | 41 |
| D0313 | Apply preservatives | 41 |
| C0232 | Perform MHE operations | 35 |
| C0271 | Remove tie down devices | 35 |
| D0333 | Fabricate props | 35 |
| C0307 | Verify shipment dimensions | 35 |
| C0308 | Verify shipment sizes | 35 |
| D0325 | Design loading spacers | 29 |
| D0362 | Package small parcels for storage | 29 |
| D0343 | Label shipments, other than classified, hazardous, or special shipments | 29 |
| D0353 | Package classified materials for shipment | 24 |
| D0329 | Design slotted-angle crates | 24 |
| D0376 | Restore reuseable containers | 24 |
| D0359 | Package hazardous materials for shipment | 24 |
| D0364 | Perform heat sealing to preserve items | 24 |
| L0655 | Pick up, deliver, or store equipment, tools, parts, or supplies | 24 |
| A0056 | Prepare applications for shipments | 12 |

TABLE A7

GBL JOB

PERCENT
MEMBERS
PERFORMING
(N=17)

TASKS

| | | |
|-------|--|-----|
| C0245 | Prepare GBLs for freight | 100 |
| C0170 | Determine freight charges | 94 |
| C0244 | Prepare GBL correction notices for freight | 94 |
| C0218 | Maintain GBLs | 88 |
| C0298 | Trace surface cargo shipments | 71 |
| C0282 | Review GBLs | 65 |
| C0151 | Compute shipment transportation costs | 65 |
| C0309 | Verify shipment weights | 65 |
| C0173 | Determine modes for transporting shipments | 65 |
| C0307 | Verify shipment dimensions | 65 |
| A0061 | Prepare GBLs for personal property | 59 |
| C0308 | Verify shipment sizes | 59 |
| C0152 | Consolidate shipments | 53 |
| C0297 | Trace air cargo shipments | 47 |
| A0060 | Prepare government bill of lading (GBL) correction notices for personal property | 47 |
| C0228 | Match carrier freight way bills with memorandum copies of GBLs | 41 |
| C0306 | Verify shipment destinations | 41 |
| C0211 | Maintain accountable form files | 35 |
| C0153 | Control accountable forms or seals | 35 |
| C0171 | Determine freight nomenclatures | 29 |
| C0187 | Frustrate improper shipments | 29 |
| A0082 | Trace personal property shipments | 29 |
| C0162 | Coordinate special handling shipments with carriers, consignees, consignors, or controlling authorities | 29 |
| C0295 | Select commercial carriers for shipment movement | 24 |
| C0217 | Maintain freight manifest control logs | 24 |
| C0289 | Secure classified, sensitive, or mail shipments | 24 |
| D0369 | Prepare military shipment labels | 24 |
| C0161 | Coordinate shipments, other than special handling, with carriers, consignees, consignors, or controlling authorities | 24 |
| A0006 | Complete transportation and control movement documents (TCMDs) for personal property shipments | 24 |
| C0255 | Prepare reports of shipment (REPSHIPS) | 24 |
| C0239 | Prepare CBLs for freight | 24 |
| C0213 | Maintain CBLs | 24 |
| C0212 | Maintain cargo manifest control logs | 24 |
| C0174 | Determine requirements for route orders | 24 |
| A0018 | Determine cost of commercial movement of household goods using carrier tariffs or government rate printouts | 24 |
| F0421 | File memorandum copies of outbound GBLs for linehaul import Air Force cargo | 18 |
| C0145 | Clear outbound surface freight shipments | 18 |
| C0281 | Review CBLs | 18 |
| A0016 | Determine authority for shipments | 18 |

TABLE A8
NON-TEMPORARY STORAGE JOB

| TASKS | | PERCENT MEMBERS PERFORMING (N=9) |
|-------|--|---|
| A0030 | Determine personal property movement entitlements for NTS, storage-in-transit (SIT), or additional temporary storage | 89 |
| A0035 | Input or retrieve data using transportation personal property standard system (TOPS) | 78 |
| A0073 | Process shipments for placement in NTS | 78 |
| A0053 | Maintain NTS or SIT reports | 78 |
| A0003 | Audit or certify nontemporary storage (NTS) invoices | 67 |
| A0057 | Prepare cash collection vouchers or pay adjustment authorizations | 56 |
| A0056 | Prepare applications for shipments | 44 |
| A0020 | Determine excess shipment costs | 44 |
| A0048 | Maintain basic ordering agreements | 44 |
| A0071 | Prepare service orders | 33 |
| A0034 | Edit personal property computer products | 33 |
| A0013 | Counsel personnel on storage entitlements | 33 |
| A0004 | Certify contractor invoices for services performed | 33 |
| A0032 | Determine privately-owned vehicle (POV) storage requirements | 22 |
| A0018 | Determine cost of commercial movement of household goods using carrier tariffs or government rate printouts | 22 |
| A0022 | Determine modes or codes of personal property movements using carrier tariffs, government rate printouts, or required delivery dates | 22 |
| A0015 | Determine adequacy of carrier's warehouse or storage facilities or equipment to handle Department of Defense (DOD) shipments | 22 |
| A0016 | Determine authority for shipments | 22 |
| K0640 | Maintain publications libraries, other than technical order (TO) libraries | 11 |
| C0173 | Determine modes for transporting shipments | 11 |
| C0134 | Annotate actual weights on shipping documents | 11 |
| A0052 | Maintain document registers | 11 |

TABLE A9
TRAINING JOB

| TASKS | | PERCENT MEMBERS PERFORMING (N=8) |
|-------|--|---|
| J0623 | Evaluate progress of trainees | 100 |
| J0626 | Maintain training records or files | 88 |
| J0619 | Develop training programs, plans, or procedures | 88 |
| J0622 | Establish or maintain study reference files | 75 |
| J0627 | Personalize lesson plans | 75 |
| J0621 | Develop or procure training materials or aids | 75 |
| J0611 | Counsel trainees on training progress | 63 |
| J0625 | Inspect training materials or aids for operation or suitability | 63 |
| J0613 | Brief personnel concerning training | 50 |
| J0624 | Evaluate training methods or techniques of instructors | 50 |
| J0617 | Determine training requirements | 50 |
| J0612 | Administer or score tests | 50 |
| J0620 | Develop written tests | 50 |
| J0615 | Conduct formal course classroom training | 38 |
| J0618 | Develop formal course curricula, plans of instruction (POIs), or specialty training standards (STSs) | 38 |
| K0630 | Compile data for records, reports, logs, or trend analyses | 38 |
| J0616 | Conduct on-the-job training (OJT) | 38 |
| J0629 | Write training reports | 25 |
| I0594 | Implement safety or security programs | 25 |
| I0576 | Counsel subordinates concerning personal matters | 25 |
| L0652 | Issue or log turn-ins of equipment, tools, parts, or supplies | 25 |
| J0628 | Prepare job qualification standards (JQSs) | 13 |
| G0499 | Schedule personnel for deployment training | 13 |
| J0614 | Complete student entry or withdrawal forms | 13 |
| K0633 | Establish or maintain accountability records for classified materials or documents | 13 |
| D0352 | Operate saws | 13 |
| L0650 | Initiate requisitions for equipment, tools, parts, or supplies | 13 |
| H0521 | Direct mobility workcenters during deployments | 13 |

TABLE A10
SURFACE CARGO JOB

| TASKS | PERCENT MEMBERS PERFORMING (N=6) |
|---|---|
| C0206 Load general cargo onto surface vehicles, other than during deployments | 100 |
| C0306 Verify shipment destinations | 100 |
| C0309 Verify shipment weights | 100 |
| C0308 Verify shipment sizes | 100 |
| C0298 Trace surface cargo shipments | 83 |
| C0307 Verify shipment dimensions | 83 |
| C0292 Segregate shipments for loading | 67 |
| C0207 Load hazardous cargo onto surface vehicles, other than during deployments | 67 |
| C0299 Unload general cargo from surface vehicles, other than during deployments | 67 |
| C0208 Load or unload carrier equipment | 67 |
| C0310 Verify shipments against manifests | 50 |
| C0297 Trace air cargo shipments | 50 |
| C0231 Perform blocking and bracing activities for carrier equipment | 50 |
| C0248 Prepare mechanized cargo manifests | 33 |
| C0138 Arrange cargo pickup with consignees | 33 |
| C0188 Identify shipments for loading or unloading | 33 |
| C0134 Annotate actual weights on shipping documents | 33 |
| C0282 Review GBLs | 33 |
| C0230 Perform as spotter during loading or unloading operations | 33 |
| C0197 Inspect carrier equipment before loading or unloading | 33 |
| A0005 Clear inbound personal property shipments | 17 |
| D0384 Verify movement priorities | 17 |
| C0161 Coordinate shipments, other than special handling, with carriers, consignees, consignors, or controlling authorities | 17 |
| C0289 Secure classified, sensitive, or mail shipments | 17 |
| C0291 Segregate shipments for distribution | 17 |
| C0283 Review manifests | 17 |
| C0305 Verify shipment centers of balance | 17 |

TABLE A11

SENIOR MANAGEMENT JOB

| TASKS | | PERCENT MEMBERS PERFORMING (N=5) |
|-------|---|---|
| I0603 | Review drafts of supplements or changes to directives, such as policy directives, instructions, or manuals | 100 |
| I0606 | Write staff studies, surveys, or routine reports, other than training or inspection reports | 100 |
| G0491 | Review staff assistance visit results | 100 |
| G0493 | Review unit responses to staff assistance visit findings | 100 |
| I0598 | Interpret policies, directives, or procedures for subordinates | 80 |
| I0585 | Draft supplements or changes to directives, such as policy directives, instructions, or manuals | 80 |
| I0601 | Review budget requirements | 80 |
| I0589 | Evaluate inspection report findings or inspection procedures | 80 |
| G0492 | Review unit responses to inspection report findings | 80 |
| G0490 | Review inspector general (IG) inspection results | 80 |
| I0580 | Develop self-inspection or self-assessment program checklists | 80 |
| I0583 | Draft budget requirements | 80 |
| I0604 | Schedule personnel for temporary duty (TDY) assignments, leaves, or passes | 80 |
| I0576 | Counsel subordinates concerning personal matters | 80 |
| I0577 | Determine or establish work assignments or priorities | 80 |
| I0605 | Write job or position descriptions | 80 |
| I0610 | Write replies to inspection reports | 60 |
| I0573 | Conduct self-inspections or self-assessments | 60 |
| I0581 | Develop or establish work methods or procedures | 60 |
| G0440 | Analyze feasibility of transportation operation plans (OPLANs) | 60 |
| I0578 | Develop organizational or functional charts | 60 |
| A0031 | Determine personal property movement entitlements for unaccompanied baggage | 60 |
| I0586 | Establish organizational policies, such as operating instructions (OIs) or standard operating procedures (SOPs) | 60 |
| I0608 | Write or indorse military performance reports | 60 |
| I0609 | Write recommendations for awards or decorations | 60 |
| A0023 | Determine personal property movement entitlements for dependents or eligible heirs of deceased personnel | 60 |
| I0592 | Evaluate personnel for promotion, demotion, reclassification, or special awards | 60 |
| C0297 | Trace air cargo shipments | 40 |
| A0025 | Determine personal property movement entitlements for household goods | 40 |
| C0298 | Trace surface cargo shipments | 40 |
| B0100 | Determine passenger movement entitlements | 40 |
| B0099 | Determine passenger eligibility for movement | 40 |
| A0032 | Determine privately-owned vehicle (POV) storage requirements | 40 |
| I0574 | Conduct supervisory performance feedback sessions | 40 |
| I0575 | Conduct supervisory orientations for newly assigned personnel | 40 |
| G0441 | Analyze feasibility of transportation time-phased force and deployment lists (TPFDLs) | 40 |
| I0587 | Establish performance standards for subordinates | 40 |

TABLE A12

DEPLOYMENT OPERATIONS JOB

| TASKS | | PERCENT MEMBERS PERFORMING (N=5) |
|-------|--|---|
| G0446 | Conduct deployment training | 100 |
| G0456 | Determine personnel requirements for deployments | 100 |
| G0447 | Conduct unit mobility self-inspections | 100 |
| H0541 | Participate in exercise planning meetings | 100 |
| G0462 | Develop unit procedures for deployment of personnel | 100 |
| G0499 | Schedule personnel for deployment training | 100 |
| G0466 | Establish mobility workcenters during mobility exercises or deployments | 100 |
| H0526 | Inspect deployment bags or kits | 100 |
| G0459 | Develop transportation deployment plan inputs to base deployment plans | 100 |
| H0508 | Assign personnel to transportation deployment positions | 100 |
| H0516 | Develop transportation deployment procedures | 100 |
| G0498 | Schedule personnel for deployments | 100 |
| I0602 | Review mobility, contingency, disaster preparedness, or unit emergency or alert plans | 80 |
| G0465 | Direct movement of unit personnel during deployments | 80 |
| H0521 | Direct mobility workcenters during deployments | 80 |
| G0501 | Validate deployment inspection findings | 80 |
| G0476 | Participate in mobility deployment planning meetings | 80 |
| G0473 | Maintain or update contingency or mobility plans | 80 |
| H0539 | Maintain workcenter pyramid recall plans | 80 |
| G0478 | Plan deployment training requirements | 80 |
| G0458 | Develop transportation deployment exercises or policies | 80 |
| G0452 | Coordinate deployment exercise or contingency plans with appropriate agencies | 80 |
| G0467 | Establish personnel tasking requirements for deployments | 80 |
| H0524 | Evaluate deployment training lesson plans | 80 |
| G0469 | Evaluate inputs to deployment after-action reports | 80 |
| G0497 | Schedule movement of deploying units | 80 |
| G0496 | Schedule movement of deploying equipment | 80 |
| G0506 | Write transportation deployment checklists | 80 |
| G0470 | Evaluate inputs to deployment plans | 80 |
| G0445 | Conduct deployment exercises or site surveys | 80 |
| G0495 | Schedule deployment inspections | 80 |
| K0638 | Initiate or maintain standby rosters or workcenter pyramid recall rosters | 60 |
| H0522 | Direct movement of cargo during deployments | 60 |
| I0603 | Review drafts of supplements or changes to directives, such as policy directives, instructions, or manuals | 60 |
| G0493 | Review unit responses to staff assistance visit findings | 60 |
| G0491 | Review staff assistance visit results | 60 |
| G0468 | Establish transportation mobility workcenters | 60 |
| G0461 | Develop unit procedures for deployment of equipment | 60 |
| G0457 | Determine transportation equipment requirements for deployments | 60 |
| H0546 | Prepare baggage tag forms | 60 |
| G0477 | Participate in mobility redeployment planning meetings | 60 |
| H0515 | Develop transportation deployment inspection checklists | 60 |